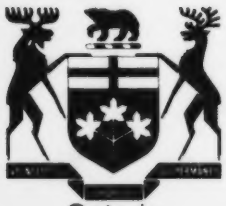


Ministry of
Correctional
Services

Report of the Minister 1985

86-03679/

ANNUAL REPORT
1985

MINISTRY OF CORRECTIONAL SERVICES

YEAR ENDING MARCH 31, 1985

Ontario

Office of the Minister

Ministry of Correctional Services

Suite 5320
Whitney Block
Queen's Park
Toronto, Ontario
M7A 1A2

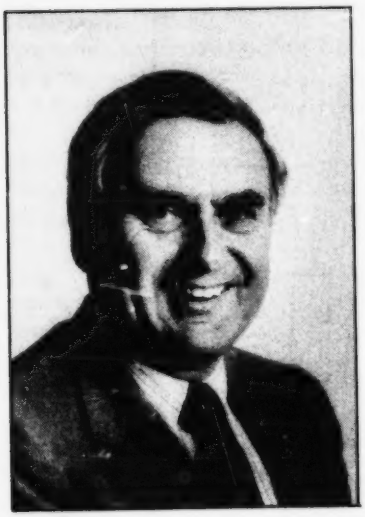
416/965-5952

The Honourable
Lincoln M. Alexander, PC, QC, C.St.J, BA
Lieutenant Governor
Province of Ontario
Room 131
Legislative Building
Queen's Park
Toronto, Ontario
M7A 1A1

May it please Your Honour,

It is my pleasure to present to you the annual report of the Ministry of Correctional Services for the fiscal year ending March 31, 1985.

I trust that the contents of the attached will prove to be interesting and informative to you and to the members of the Legislature.



Yours sincerely,

Ken Keyes

Ken Keyes
Minister

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Goal Statement

MINISTRY GOALS

A. To provide custody and community supervision as directed by the courts and as provided for in federal and provincial legislation governing correctional services in Ontario.

B. To provide information that will assist the courts in determining disposition.

C. To create within institutions and community programs a positive climate in order that offenders become motivated towards positive personal and social adjustment.

D. To make available to clients those program opportunities necessary to assist in making positive personal and social adjustment.

E. To develop and provide programs for the prevention of crime.

F. To add to the body of knowledge in the field of corrections.

PRINCIPLES

1. Wherever practical, correctional programs should be community-based.

2. The emphasis should be on helping offenders develop and maintain responsible and acceptable behaviour within the community.

3. Correctional programs should apply that degree of control necessary to protect society, thus necessitating a continuum of programs with progressively increasing supervisory and structural controls.

4. Detainment in correctional facilities should be utilized for those persons whose criminal acts are substantially damaging to society and for whom the necessary controls are not available through any other source, or where a necessary deterrent impact cannot otherwise be achieved.

5. Correctional facilities should serve a custodial and deterrent function for those persons either clearly dangerous to the public or not sufficiently motivated for immediate return to the community.

6. Notwithstanding the above, all correctional programs and facilities should provide an environment and opportunities for positive personal and social adjustment.

7. Correctional programs should emphasize the offender's responsibility for reparation to the victim or payment of the debt to society, wherever practical, in order to serve a deterrent function and encourage responsible behavior.

8. It should be recognized that staff are the ministry's most valuable resource and that the effective utilization of human resources is the key to achieving ministry goals.

GOALS – JAILS AND DETENTION CENTRES

1. To protect society by holding, as efficiently as possible, remand and sentenced inmates in an environment providing high security.

2. To provide a humane environment for inmates as well as the necessary health and social services, and to provide program opportunities to assist them in making positive personal and social adjustment.

3. To provide effective assessment and classification of inmates to ensure inmate assignment to appropriate institutions or programs.

4. To keep inmates productively employed or occupied, wherever possible, during incarceration.

5. To encourage and develop community-based work programs.

GOALS – LONGER STAY INSTITUTIONS

1. To protect society by holding, as efficiently as possible, inmates serving sentences under provincial jurisdiction.

2. To provide a humane living environment for inmates, with the necessary health and social services, and to provide program opportunities to assist in making positive personal and social adjustment.

3. To keep inmates productively employed or occupied during incarceration.

4. To encourage and develop community-based work programs.

5. To provide regular reassessment of the classification of an inmate to ensure inmate assignment to appropriate institutions or programs.

GOALS – PROBATION AND PAROLE SERVICES

1. To supervise persons on probation or parole to ensure that conditions of probation or parole are met.

2. To provide presentence and pre-parole reports as requested by the courts and the Ontario Board of Parole.

3. To promote programs for selected probationers and parolees that will assist them in adopting socially acceptable behavior and in learning basic life skills.

GOALS – COMMUNITY ALTERNATIVES TO INCARCERATION

1. To operate a system of parole as provided for in federal and provincial legislation.

2. To promote development of privately and publicly operated community alternatives to incarceration for suitable offenders.

GOALS – CRIME PREVENTION

1. To work with other criminal justice agencies in promoting, developing and participating in crime prevention programs.

2. To facilitate the participation of both individual citizens and the community at large in the criminal justice system.

3. To develop programs designed to assist in the process of the offender's reparation to the victims of criminal acts, and to promote 'victim justice' throughout the criminal justice system.

Introduction

Ontario's Ministry of Correctional Services administers the Ministry of Correctional Services Act, 1980. During the fiscal year covered by this report this ministry was responsible for all persons 16 years of age or older, who were: remanded in custody for trial or sentence; sentenced by the courts to serve terms in Ontario correctional institutions of less than two years; sentenced to take part in community correctional programs; and those released into the community on parole.

The ministry assumed responsibility for 16- and 17-year-old "young offenders" under the Young Offenders Act (Canada) on April 1, 1985.

REORGANIZATION

The fiscal year saw a major reorganization of the ministry. In keeping with the ministry's goal of providing a continuum of correctional services, the Institutions Division and the Community Programs Division were integrated into one structure to be known as Operations Division. This amalgamation led to the establishment of the offender programming branch, responsible for the development and maintenance of all protective and rehabilitative programs under the ministry's jurisdiction.

In recognition of the concentration of client population in central Ontario, correctional operations were also revamped along regional lines in order to accommodate a fifth region to be known as metro region.

The former Planning and Support Services Division was restructured to form two new divisions: Planning and Policy, and Finance and Administrative Services. This realignment of responsibilities is expected to strengthen the ministry's support capabilities on all fronts.

It is expected that the reorganization, which took effect on September 1, 1984, will improve the delivery of programs, the development of policy, and the process of management.

CLIENT COUNTS

During 1984-85, the ministry saw a small increase in the numbers of its clients. Detailed statistics are included in the statistical section of this report. However, the following statistical highlights help put the nature of the ministry's workload in perspective.

- On an average day, there are approximately 48,000 clients under some form of supervision by this ministry.
- Almost 80 per cent of these clients are serving their sentences on probation in the community.
- Five per cent of the ministry's client population is under community supervision other than probation, i.e. parole or bail.
- Nearly one per cent of clients are serving their sentences in community resource centres. These are residential facilities operated by private agencies under contract to the ministry.
- About 14 per cent of our total client population is being held in secure custody institutions.

The growth of institutional populations continues to be a serious concern. In 1983-84, the ministry experienced a brief respite after a number of years of steady growth in its institutional counts. This trend continued until midway through 1984-85 when counts resumed the earlier pattern of growth.

The average daily institutional count for the full fiscal year was 6,265, representing a 1.6 per cent increase over the average for 1983-84.

YOUNG OFFENDERS ACT

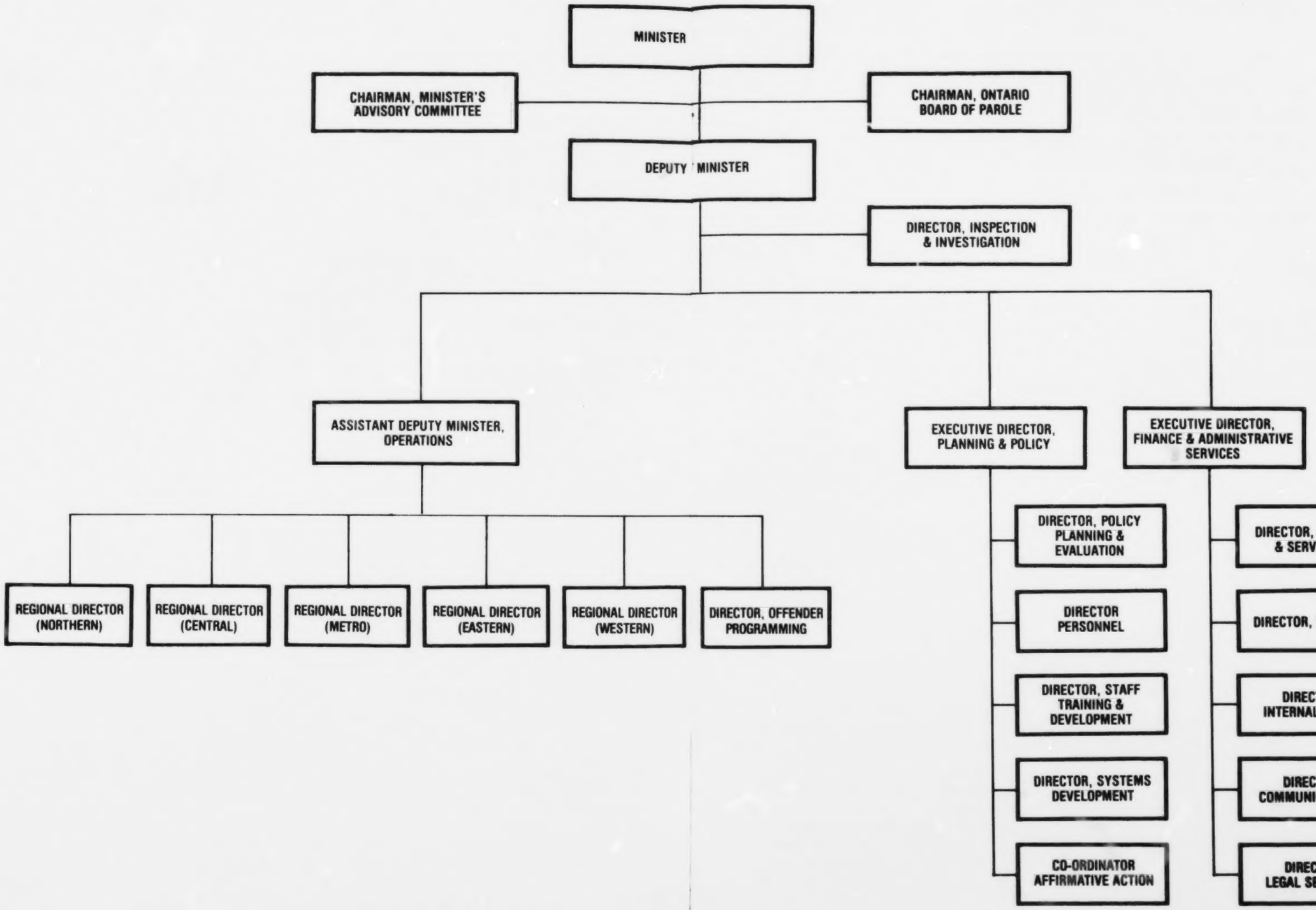
The passage of the federal Young Offenders Act signaled a new era in Ontario's juvenile justice system. This law recognizes that, while young offenders should be held accountable for their actions in breaking the law, they should not be held accountable in exactly the same way as adults. Provisions in the legislation calling for institutional facilities "separate and apart" from adult facilities have necessitated some reorganization of the ministry's institutional makeup. Construction and remodeling are in advanced planning stages in several areas of the province to accommodate these special needs.

Many of the community-based programs offered to the ministry's adult clients will be adapted for young offenders. Some of these include: bail verification and supervision; fine options; community service orders; personal service orders; restitution; employment programs; substance abuse counselling.

Community involvement in correctional programs for young offenders is held to be of great importance and will continue to be encouraged and supported.

It is estimated that the administration of programs and facilities for young offenders will require an operating budget in 1985-86 of $22,100,000.

MINISTRY OF CORRECTIONAL SERVICES ORGANIZATION CHART - APRIL,1985



Minister's Advisory Council for the Treatment of the Offender (MACTO)

The Minister's Advisory Council for the Treatment of the Offender was established in 1959. Its purpose is to advise the minister on emerging issues in the field of corrections from the point of view of the community at large.

The board has nine members drawn from the legal, educational, religious and business communities. They visit institutions and other facilities and make reports to the minister for his information. Together, the board members express community standards and viewpoints as well as making known community expectations of how offenders should be treated.

Additional members are to be appointed to the board in 1985-86, to give it an even broader range of viewpoints and more equitable geographic representation.

Members of the Minister's Advisory Council for the Treatment of the Offender (MACTO) 1984-85

Mr. Jack Eastaugh (Chairman)
Mr. Donald Banks
Mr. Ross Charles
Mr. Monte H. Harris, Q.C.
Mrs. Penelope Hodge
Rev. Massey Lombardi, O.F.M.
Mr. Norman Panzica
Mrs. Katherine Stewart
Mrs. Bozena White (up to October 1, 1984)
Mr. William H. Williams (since October 1, 1984)

Ontario Board of Parole

Chairman — Ms. D.M. Clark
Ontario Board of Parole
2195 Yonge Street
Toronto, Ontario M4S 2B1

The year 1985 is the 75th anniversary of the Ontario Board of Parole. When the board was formed in 1910, its purpose was only to advise the federal minister of justice on the early release of prisoners. In 1917, however, the Ontario Parole Act was enacted and the board became an official body with expanded powers. Its jurisdiction and functions were further expanded in 1978, when the Federal Parole Act was changed and the provinces were permitted to assume responsibility for parole for all offenders in provincial correctional institutions.

Parole in Ontario is a supervised conditional release from prison which is provided for under the Federal Parole Act and the Ontario Ministry of Correctional Services Act and accompanying regulations. These define the eligibility of candidates for parole and the criteria for their release on parole.

The Ontario board has jurisdiction over all offenders in provincial institutions who are serving sentences of less than two years. Inmates become eligible for parole when they have served one-third of the total sentence imposed by the court. Offenders who are granted parole serve the remaining two-thirds of their sentences in the community, under the supervision of a probation/parole officer. The conditions of their release are set by the board.

Every inmate has a right to a personal hearing before the board. Inmates serving less than six months must apply in writing; hearings are scheduled automatically for inmates serving six months or more, unless the right has been waived.

The primary goal of the board is to assist in the reintegration of offenders into the community, with minimum risk to society and maximum support to the offender.

There were significant changes in board membership this year. Four of the five regional vice-chairmen were new appointments and there were three additional appointments of full-time members, increasing the complement from 11 to 14 full-time members.

Nine part-time members completed their six-year terms of service, were rotated off the board and replaced. Twenty-nine new appointments were added for a total of 100 part-time members to give the board the desired flexibility and availability of members in the locations of institutions across the province.

In order to provide continuity, consistency and quality in decision-making, two workshops for full-time members were held during the year to review difficult cases and to discuss implications for board practice and the chairing of hearings.

Orientation and the professional development of board members and staff were conducted throughout the year with the assistance of the staff training and development section of the ministry. In May 1984, the board's annual professional development conference was held in Niagara Falls, Ontario, organized and planned by members of West-Central Region. The theme of the conference was "Parole and the Public". Plenary sessions included discussions on the effect of crime on the victim, philosophy of parole and the community's perception of parole. Workshops were related to the ongoing development of board members' performance in file reading, interviewing, decision-making and information regarding alcohol and drug abuse, the emotionally disturbed and the role of the probation/parole officer as an institutional liaison officer providing service to the board.

Throughout the year, each of the five regions held regional board meetings. The purpose of these meetings was to provide members with the opportunity to be involved in the ongoing development of the board's policy, to clarify policy and procedures, to review practice and to continue the development of skill and knowledge related to members' decision-making responsibilities.

Parole supervisors, area managers, community resource centre directors and superintendents were involved in the regional board meetings,

resulting in greater awareness and communication of the needs of the board and vice-versa.

A new initiative in staff training undertaken by the board this year, involved participation in the basic training program for all new correctional officers. Board personnel gave lectures at the staff college and new correctional officers attended at board hearings as observers. As a result, officers report that they are in a better position to assist the offender in preparation for the hearing and to understand more fully the hearing process and the complexity of parole decision-making.

Full-time members, as well as selected community members, participated in provincial committees which examined key concerns in policy and practice. Legal and practice issues were reviewed. A study on the reasons for parole decisions being deferred, and guidelines for decision-making, were initiated.

Part-time and full-time members accepted speaking engagements from service groups in their communities. In addition, members conducted workshops at the volunteer conference in June and at the parole officers and aftercare officers conference in October.

Parole as conditional release from incarceration continues to be successful. During the fiscal year 1984-85, there were 4,076 parole releases of which 3,242 (79.54 per cent) were completed successfully and 834 (20.46 per cent) were revoked. Of all parole releases, only 131 (3.21 per cent) were revoked because of further convictions while on parole.

The Ontario Board of Parole continues to be an active member of the Canadian Association of Paroling Authorities. The association provided a forum for discussion of parole practices and procedures across the country as well as the opportunity to focus on issues, concerns and studies in the criminal justice field as they relate to parole. Court decisions rendered across the country on parole issues were shared and reviewed for procedural implications. Responses were made to the standards and accreditation project conducted by the Canadian Criminal Justice Association and to the correctional law review study as these related to parole. The association is in the process of preparing a submission to the sentencing commission.

ONTARIO BOARD OF PAROLE

Donna M. Clark
Chairman

Jerome A. Lefebvre
Executive Vice Chairman

Dr. John S. Morrison
Special Projects Co-ordinator
and part-time member,
Central Regional Board

Rhoda Weltman
Program and Policy Co-ordinator

Central Regional Board

George G. McFarlane
Vice Chairman

*Dennis M. Murphy
*Karen H. Freel

West-Central Regional Board

Jane M. Hackett
Vice Chairman

*Frances E. Baines
*Clement W. Nusca

Eastern Regional Board

Jack E. Fraser
Vice Chairman

Western Regional Board

Reginald P.G. Barrett
Vice Chairman

*Marjorie E. Nicholson

Northern Regional Board

William H. Roy
Vice Chairman

*Jim McFadden

*Denotes full-time member

Inspection and Investigation Branch

The inspection and investigation branch is responsible for ongoing inspections of all ministry facilities, including community resource centres.

The branch also investigates specific incidents involving ministry staff and inmates, the operation and administration of institutions and complaints from the community about incidents involving the ministry.

When an inspection is completed, the results are reported in writing to the deputy minister together with recommendations for changes in any areas which are found to be below ministry standards, or not in accordance with ministry policy.

Routine inspections take from two to three days for smaller institutions and five days or more for larger ones. Time required also depends on the complexity of the institution and the type of situation being examined.

Safety and security inspections are carried out as needed on new or renovated facilities.

When each inspection has been completed, the person in charge of the facility is informed of the findings and the recommendations that will be made.

In 1984-85, the branch carried out inspections of 36 correctional institutions, 29 community resource centres and 88 probation/parole offices. As well, there were 30 safety and security inspections.

Investigations of the more serious incidents involving the ministry are usually carried out at the request of the minister, deputy minister or another senior official. An investigation can take from one day to several months to complete, depending on the nature and complexity of the incident. Where appropriate, local police or the Ontario Provincial Police (OPP) are called in to investigate incidents that are outside the jurisdiction of the branch. In 1984-85, the branch conducted 100 investigations.

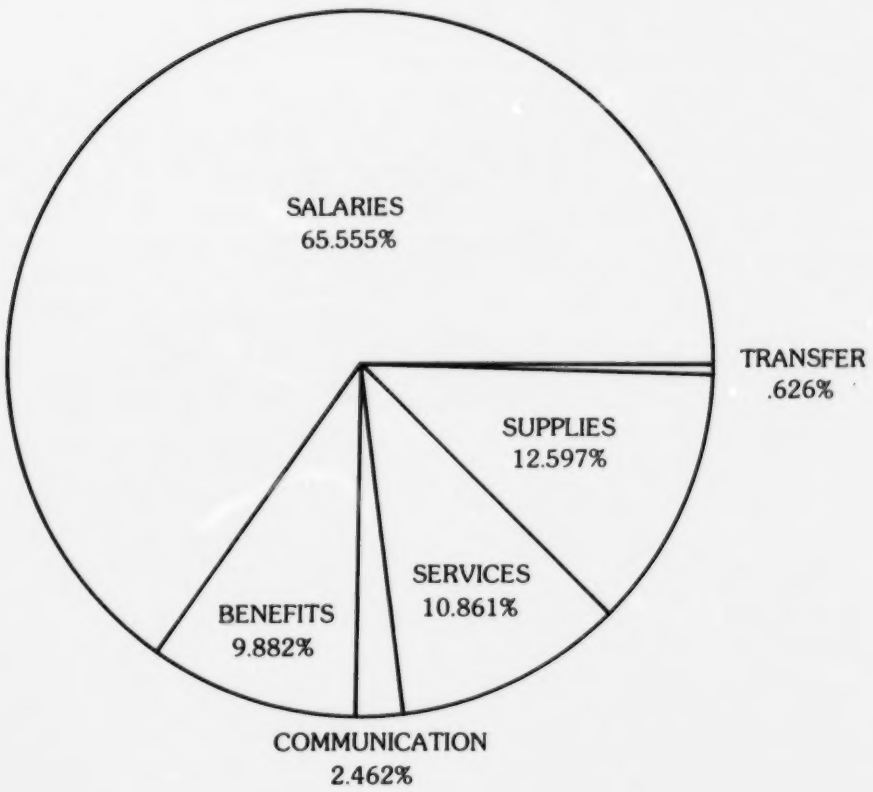
The branch provides consulting services to the ministry on operational security and safety and to other correctional authorities regarding security procedures and equipment. As well, branch staff are taking an increasing role in training institutional staff through seminars and presentations.

Another branch responsibility is preventive security for the ministry. It assists local managers in developing crisis security measures in institutions by:

- Alerting senior ministry officials to actual or potential crisis situations;
- Providing intelligence reports, and
- Liaising with the ministry's crisis intervention teams, the federal solicitor general's office, and various police jurisdictions.

Finance and Administrative Services Division

ACTUAL EXPENDITURES
1984/85



Salaries & Wages	$ 160,686,200
Employee Benefits	24,223,200
Transportation & Communication	6,035,500
Services	26,622,100
Supplies & Equipment	30,879,300
Transfer Payments	1,536,700
Non-Budgetary Items	100
SUB-TOTAL	$ 24,983,100
Less: Recoveries	4,868,400
TOTAL	$ 245,114,700

Note: Percentages are based on the total actual expenditure $245,114,200.

SUMMARY OF
MINISTRY OF CORRECTIONAL SERVICES
EXPENDITURE ESTIMATES/ACTUALS

1985-86 Estimates ($000s)	Standard Account Classification	1984-85 Estimates ($000s)	1984-85 Actuals ($000s)	1983-84 Actuals ($000s)
171,342.6	Salaries & Wages	148,274.6	160,660.7	147,461.9
25,115.9	Employee Benefits	22,169.5	24,223.2	23,817.5
6,947.2	Transportation & Communication	5,359.7	6,035.5	5,259.5
34,940.2	Services	29,167.1	26,622.1	23,952.6
29,225.7	Supplies & Equipment	23,267.7	30,879.3	26,932.9
843.6	Transfer Payments	858.3	1,536.7	1,249.1
	Non-Budgetary Items		0.1	
268,415.2	Sub-total	229,096.9	249,957.6	228,673.5
25.5	Minister's Salary	24.4	25.5	24.4
1,719.6	Less: Recoveries	1,673.7	4,868.4	2,898.9
266,721.1	TOTAL	227,447.6	245,114.7	225,799.0

EXPLANATION OF MAJOR CHANGES BETWEEN 1985-86 ESTIMATES AND 1984-85 ESTIMATES

	($000s)
Salary Awards	9,081.6
Voluntary Retirement Option reinstatement	2,110.8
YOA	21,000.0
Workload Annualization	2,206.5
Bail Projects	945.6
Capital Acceleration Projects – Operating Costs	2,479.0

FINANCE BRANCH

The finance branch provides accounting and budgetary analysis services to ministry management through two major sections: accounts and budget.

Expenditure and Revenue Accounting Section

This section is responsible for all general accounting functions, including payroll, accounts payable, travel and relocation expenses, revenue and accounts receivable.

It operates on a centralized accounts payable system. It controls input to the Integrated Payroll Personnel Employee Benefits System (IPPEB) for the purpose of generating all pay cheques, and it controls the accountable advance. The section also processes revenue and prepares accounts receivable for cost-sharing agreements.

Budget Section

This section ensures that the ministry spends its budget wisely and gets maximum value for its money through continuous financial analysis and consultation. The results of its financial review are published in a monthly financial report to senior management. It also outlines additional needs and offset savings that have been identified and publishes a year-end financial report giving an overall summary.

The budget section provides the Management Board Secretariat and the Ministry of Treasury and Economics with accurate and up-to-date financial information for purposes of central government planning and cash flow control.

SUPPLY AND SERVICES BRANCH

The supply and services branch provides the ministry with support services such as purchasing, inventory control, office services, construction and maintenance supervision, accommodation and the design and planning of new facilities.

Construction and Maintenance Section

In 1984-85, the construction and maintenance section undertook 49 renovation and alteration projects. There were also five projects funded under the Board of Industrial Leadership and Development (BILD): the Brockville, Cornwall, Pembroke and Sudbury jails, and the Bluewater Centre for Young Offenders near Goderich.

Assets Control Section

This section implemented an on-line enquiry system for warehouse stock programs.

Office Services Section

The office services section, working with the Ministry of Government Services, arranged for new telephone, intercom and paging systems in 10 locations. It also increased the standard of mail and courier service and upgraded both the ministry capacity for duplicating documents and for the destruction of confidential records, microfilm and duplicates when they are no longer required.

Purchasing Section

Purchasing staff assisted in revising the division's manual of purchasing policies and procedures. The new manual will be distributed in 1985-86.

Facilities Design Planning Section

This section establishes architectural and technical standards for new facilities, which are then used by the Ministry of Government Services in preparing design schematics. The section made a major contribution to the implementation of the Young Offenders Act in 1984-85 through its feasibility studies on pre- and post-dispositional facilities for young offenders.

INTERNAL AUDIT BRANCH

The internal audit branch is part of the ministry's management control system. As such, it assists all members of the ministry management to carry out their duties more effectively by offering the following services:

- Assurance that control processes are in place and functioning effectively;
- Identification and early warning of potential control problems or issues;
- Recommendations of changes to correct weaknesses that have been identified.

During 1984-85, the branch completed 50 internal audit assignments:

Audit Type	Number Completed
Branch	4
Correctional Centres	2
Community Resource Centres	18
Detention Centres	7
Jails	6
Probation/Parole Regions	4
Special Assignments	4
EDP Systems	5
Total:	50

COMMUNICATIONS BRANCH

The communications branch provides information on ministry programs and activities to the news media and the public; it also provides communications advice and support services to ministry staff.

The branch prepares the ministry's annual report, which describes its programs and activities, and a variety of brochures, pamphlets, posters and other informational material.

Special attention is given to the production of material for use by students. Pamphlets are updated regularly and new material is produced as it is needed. Audio-visual material and supporting publications for students are prepared on an ongoing basis. Some of this material is informational and some is aimed at crime prevention.

A bimonthly newsletter, "Correctional Update", keeps staff, judges, police forces and other interested parties informed about ministry programs and activities. During 1984-85, "Correrctional Update" received the Award of Excellence in the government staff publications category of the Information Officers' FORUM awards. Another journal produced by the communications branch, "Correctional Options", provides a forum for sharing, analysing and discussing ideas relating to correctional services.

The branch provides assistance and training to ministry staff to help them in improving public awareness and understanding of corrections, and the ministry's programs, procedures and goals. This includes guidance and support for staff involved in public presentations or dealing with media enquiries.

Display material is provided to field staff to help them take an active role in community seminars, Justice and Corrections Week activities, local fairs and career days.

LEGAL SERVICES BRANCH

The legal services branch of the ministry is staffed by the Ministry of the Attorney General. Its purpose is to provide the Ministry of Correctional Services and the Ontario Board of Parole with general legal services.

In particular, the branch offers advice and guidance to staff on legal questions relating to the ministry, assists in the preparation of litigation and claim settlements and acts as counsel before judicial or administrative tribunals.

The branch also plays a leading role in policy planning and development within the ministry.

During 1984-85, the legal services branch was actively involved in preparing for the implementation of the Young Offenders Act. It also assisted in drafting the Ministry of Correctional Services Amendment Act, various orders-in-council and other legal documents. The branch's involvement with the Young Offenders Act will carry over into 1985-86.

Planning and Policy Division

POLICY, PLANNING AND EVALUATION BRANCH

The policy, planning and evaluation branch is responsible for fostering the development of strategic management in the ministry.

The branch came into existence in 1984-85 during a major ministerial reorganization. It then played a major role in that reorganization through the planning and implementation team.

In addition to promoting, monitoring and facilitating the development of strategic management, the branch is responsible for co-ordinating ministry policy development, planning, program analysis, allocation of resources and evaluation and research services. During 1984-85, the branch initiated several evaluation studies and consultations in support of management decision-making.

To carry out its mandate, the branch is divided into four sections: the policy unit, the resources planning and analysis unit, the evaluation unit and the research services unit.

Policy Unit

The policy unit plays a general policy advisory role within the ministry. With prior approval from the ministry's executive committee, it manages the development of all policy submissions to cabinet and the cabinet committee on justice. Policy analysts identify emerging policy issues and suggest alternatives for consideration by the executive committee.

The unit carries out direct liaison with the ministry's operational staff and consults with them on policy issues relating to both program development and services to ministry clients. The unit staff also provides information and analysis for federal/provincial discussions on corrections and the criminal justice system.

Finally, it is responsible for co-ordinating the strategic planning process and preparing briefing material for the minister.

Resources Planning and Analysis Unit

This unit, formerly known as analysis and evaluation, is responsible for the co-ordination of the ministry's resource allocation and estimates process and provides liaison with the Management Board Secretariat.

It is currently involved in several initiatives which will result in improvements to the resource planning and allocation process within the ministry, and the preparation of briefing materials for the ministry's estimates.

Evaluation Unit

The evaluation unit is responsible for co-ordinating the evaluation of programs and activities, as well as maintaining and analysing operational statistics.

The unit is also involved in monitoring management improvement initiatives, which is becoming increasingly important under the ministry's new, decentralized structure.

Much of the unit's activity so far has been directed to establishing procedures for collecting statistical data, particularly on young offenders, and developing an evaluation model. It is currently working on evaluation studies in areas such as probation supervision and recording, computer-assisted education and fine options programs.

Research Services Unit

Under the reorganization of the ministry, the function of this unit is to gather information and feedback about ministry operations as part of the process of planning and program development.

The unit carries out primary data collection in various areas of interest to the ministry and manages and assists in research projects.

The unit's priorities are established after canvassing ministry staff and determining their research requirements. Potential topics for research are then presented to senior management committee, which selects research to be carried out and sets the priorities.

PERSONNEL BRANCH

The personnel branch played an essential role in the ministry reorganization in 1984-85,

providing assistance in the areas of staffing, job classification and personnel records. As well, a number of changes were made within the personnel branch itself to improve its delivery of service.

The reorganization has had a major impact on relationships among regional personnel administrators: regional personnel staff now report directly to the regional director.

With the reorganization, greater emphasis is being placed on policy development, on the provision of consulting services and on monitoring developments in staffing, staff relations and human resources development.

Human Resources Planning Section

The ministry has established a senior level committee to review and make recommendations on policy issues and initiatives in this area. The committee will provide direction and support to the human resources planning function.

In 1984-85, members of the human resources planning unit assisted the staff training and development branch with training for the ministry performance appraisal system, Performance Planning and Review (PPR). This included training in institutions to foster a team approach to implementing the program.

The human resources planning section co-ordinated the training of 52 supervisory and management staff in personnel selection techniques during the year.

The unit is pursuing the objective of centralized recruiting of correctional officers for institutions in particular geographic areas. All applicants are screened for the minimum requirement of Grade 12 or equivalent, and are then invited to an information session consisting of a slide presentation and ministry testing. Successful applicants may then be interviewed and placed on an eligibility list.

This system was pioneered successfully in Metro Region and approval has been given to begin centralized recruiting in the eastern and western regions in 1985-86.

In the summer of 1984, the ministry employed a total of 172 students in offices and institutions across the province through its Experience '84 and regular summer programs.

In October 1984, the ministry participated in a job training program for young people who are deemed to be "employment-disadvantaged". The program is called Ontario Youth Corps. With funding provided by the Board of Industrial Leadership and Development and the Ontario Youth Secretariat, 120 full-time positions were created in community resource centres and community organizations for 20 weeks of employment.

The secondary school co-operative education program provides high school students with opportunities to earn credits towards their graduation diplomas while gaining practical work experience. The ministry offered 104 secondary school co-op placements in offices and institutions during the 1984-85 academic year — almost double the number available the previous year.

Staff Relations and Compensation Section

The staff relations and compensation sections were amalgamated during the 1984-85 reorganization, as the ministry continued to work towards improvement of the delivery and administration of staff relations policies and practices.

Ministry managers continued to participate in both local and ministry-level employee relations committee meetings in an effort to promote discussion and resolve outstanding issues. Managers and personnel administrators were also involved in mediation to resolve employee grievances.

With input from ministry management, personnel administrators represented the ministry at government-level negotiations with the union. Discussions centred on such topics as salaries, working conditions and employee benefits.

An area of concern is the relationship between management and bargaining unit salaries. Some members of the bargaining unit receive compensation close to, and in some cases greater than, personnel in management positions. Various measures are being actively considered to resolve this issue.

French Language Services

The ministry is continuing its efforts to improve the scope and quality of its French language services. In areas of the province with significant concentrations of francophones, attempts were made to ensure that the institutions and

probation/parole offices were staffed with some French-speaking employees.

At present, 16 detention centres, 27 probation/parole offices and four regional parole boards provide French services in designated areas.

A full-time French language co-ordinator was appointed during the year. The ministry adopted a policy for bilingual signage on vehicles in designated areas and report writing workshops were held for francophone probation/parole officers. The number of employees participating in French language training courses more than doubled in 1984-85, largely due to the availability of in-house training programs.

The ministry incorporated a French language services policy into the manual of administrative and financial services. After an analysis was done of the services offered in designated areas, regional offices of the operations division prepared action plans to improve French services in their regions.

Personnel Administration Section

During reorganization, staff of the personnel administration section performed many essential duties including the preparation of numerous position specifications, employee documents and reassignment letters during the summer and fall of 1984.

The section also assisted ministry managers in the restructuring of their work areas after the reorganization.

Personnel records staff co-ordinated the implementation of the Integrated Payroll Personnel Employee Benefits (IPPEB) system required for the new ministry organization. This was immediately followed by the implementation of bargaining unit salary revisions, which resulted in a large number of salary adjustments.

STAFF TRAINING AND DEVELOPMENT BRANCH

The branch is responsible for providing training and development programs for all ministry staff. Its programs are intended to raise the overall level of proficiency as part of the general effort to increase the ministry's effectiveness. A variety of training programs has been developed to meet the needs of staff in a wide range of functions.

The ministry's training capability was consolidated into one group as part of the 1984-85 reorganization. Previously, it was broken into the institutional staff training branch and the community programs support services group. A ministry task force recommended that a single branch delivering a unified program would be able to offer a more comprehensive package of services to all employees.

Since the amalgamation of the two branches, there has been considerable activity. Aside from the internal reorganization of the branch's administration, there has been substantial redesigning of training courses to ensure they meet the functional needs of the staff.

During 1984-85, the branch offered 182 courses and seminars totalling 13, 389 person-days of training.

A major activity of the branch has been providing basic training for correctional officers and probation/parole officers.

In 1984-85, the basic training program for probationary correctional officers was redesigned and expanded substantially. It now includes five weeks of classroom training along with institutional training during the year.

The curriculum of the basic training course for probation/parole officers has also been expanded. It now includes new developments in the use of the level of supervision inventory (a technique for assessing probation clients) and new material relating to the Young Offenders Act.

Beyond the basic programs, the branch offers an ever-increasing range of courses in program management and courses to develop specific skills. Many of these courses have been redesigned to meet new requirements for job skills and opened up to staff throughout the organization. Programs that increase the effectiveness of ministry staff in dealing with clients have been expanded, and now include training in basic interviewing, transactional analysis, reality therapy, task-centred counselling, child abuse issues, techniques of hostility diffusion, report writing and enforcement.

During the year, the branch made substantial progress in developing its human rights training package. A successful pilot program was completed and 10 staff members were trained to teach the course to others. The ministry will begin offering the course generally in 1985-86.

The branch continues to deliver a variety of management training programs. These include courses in basic supervision, institutional management, performance planning and review and developing negotiating skills. Work has begun on the integration of the various management programs and will continue through 1985-86. The purpose of this reorganization is to ensure that the programs meet the changing needs of staff as new trends emerge in management techniques and organizational practices.

The branch was prominent in the ministry's move towards increased use of modern information technology, such as computers. Working with the systems development branch, a variety of specialized training courses was offered. It expanded the availability of the basic computer course and sponsored a number of new hands-on courses on the use of newly-introduced technology. The branch was also instrumental in providing a seminar for senior managers on strategic planning of a ministry information system.

In its role as consultant and developer, the branch sponsored a number of special training and organizational development activities for the affirmative action program. These efforts included a three-day forum in which senior female managers were brought together to discuss affirmative action issues and policies, and to learn about recent developments in the program.

Private agencies such as the John Howard Society, the Elizabeth Fry Society and the Salvation Army play an important role in corrections. To assist these agencies in their work, staff from ministry community resource centres often participate with them in scheduled training programs. On occasion, branch staff have provided consultation to assist private agencies in identifying their training needs. The branch has also sponsored training directed especially towards the private agencies.

During 1984-85, the branch published a series of self-teaching guides covering the development and management of community service order programs.

The branch also makes an effort to involve the community at large in correctional work. Branch staff have regularly participated in seminars and workshops at conferences, and have assisted community colleges in their correctional worker training programs.

The Young Offenders Act (YOA) has been a major focus for the branch over the last year.

The branch has developed course curricula for staff and managers who are involved in providing services under the act. A considerable amount of training was also provided, particularly to staff assigned to work at the ministry's Bluewater facility. As well, orientation sessions were held for managers, probation/parole officers and correctional officers assigned to YOA.

The workload of the branch related to YOA is expected to increase as the overall YOA workload increases throughout the ministry. In the coming year, there are plans for a considerably enriched training program for YOA development.

SYSTEMS DEVELOPMENT BRANCH

The systems development branch was established on September 1, 1984, when the ministry was reorganized. Its mandate is to provide effective management of information resources throughout the ministry. In January 1985, the branch launched an information systems strategic planning project, designed to identify and assess information needs and service requirements across the ministry.

The systems development branch is comprised of four sections: systems development and operations, client information systems, record management services and client services.

Systems Development and Operations Section

This section is responsible for developing and maintaining new computer systems. The information systems strategic planning project set new objectives for the development of the ministry's systems in the future. There will be a new emphasis on on-line systems and the integration of functions. For instance, the same telecommunications lines that support offender information will be used for electronic mail.

A major project for the section during the year was gathering data to bill the federal government under the direct penitentiary placement program, and for the custody costs of national parole violators.

A new name search technique was implemented to help resolve the problem of different name spellings. For example, it would match Dixon

and Dickson and Jerry and Gerry. This new phonetic matching is now being used both for the initial identification search and for the identification of multiple master files for the same person.

As the new strategic plan is implemented, there will be a need for better control of resources and standardized, streamlined techniques for developing new systems. The section is looking into new tools for project management using computers.

The operations section is responsible for the preparation, scheduling and security of all data input for the ministry computer systems. It also distributes all printed output reports to authorized users. In the past year, it undertook a major effort to upgrade data security and recovery. Audit trails which monitor and control access to computer data are now in use on many of the ministry systems. New off-site storage facilities for important data files help ensure that in the event of a mishap information can be recovered.

In January 1985, the operations section launched the comprehensive electronic office (CEO) pilot project. This provides users with the capability of creating, sending and receiving electronic mail; of creating and editing documents with a word processor; of recording calendar entries and scheduling meetings using the electronic calendar and of storing and retrieving documents using electronic filing.

The sample group includes the deputy minister's office, the metro region (operations division) office and executives of the finance and administrative services division, planning and policy division and operations division. The systems development branch is optimistic that this pilot project will not only offer immediate gains to the participants, it will also be an excellent research and development exercise for possible expansion to other locations within the ministry.

Client Information Systems Section

This section maintains the ministry's central inmate files, controls the input/output of the ministry's client information system, provides verification of sentence computation, and provides information in response to enquiries from institutions, probation/parole offices, police, lawyers and the courts.

In 1984-85, this section classified more than 300,000 documents, submitted 435,000 documents for input to the adult information system, verified 40,000 sentence computations and responded to 28,000 written and telephone enquiries.

Records Management Services Section

This section implements and applies government policy on records management. Its functions include records retention and scheduling, forms management, file classification systems, production and maintenance of ministry manuals, operation of the ministry's central registry (administrative and personnel files), word processing services and general business systems.

During 1984-85, the section designed and revised a total of 120 forms, transferred or destroyed 2,145 cubic feet of records and processed 78,000 documents. There were 965 requests for word processing services from other branches of the ministry.

The section conducts feasibility studies on existing and proposed general business systems. This analysis aids management in making decisions about acquiring new products. The section also reviews and recommends changes to organizational structures and office systems. Four such projects were completed in 1984-85: Maplehurst Print Shop Feasibility Study, Report of Unusual Occurrence Report Project, Mail Log Procedures Report, and a Ministry Client One Number Identification System.

Client Services Section

This is a new section created to provide liaison between the systems development branch and other branches and divisions of the ministry. Its responsibilities include identifying and resolving issues, co-ordinating and implementing special projects, and consulting and advising staff regarding information systems, staff development and training.

AFFIRMATIVE ACTION PROGRAM

The total number of female staff in the ministry continued to increase during 1984-85.

In March 1985, out of a total ministry staff of 5,249, 1,530 were female, compared to 1,352 in March 1984 — an increase of 178. During the same period, the number of male staff declined by 100.

Traditionally, the ministry has been male-dominated. However, since 1975, there has

been a steady increase in the number of women, who now represent 29.15 per cent of ministry employees. The Ontario Government's affirmative action program aims to have a minimum of 30 per cent female representation in all employment categories and modules by the year 2000.

During the past two years, the number of women occupying middle and upper-level management positions increased from 25 to 40.

As well, the number of women in the two major occupational groups — correctional staff, and probation/parole staff — has continued to rise.

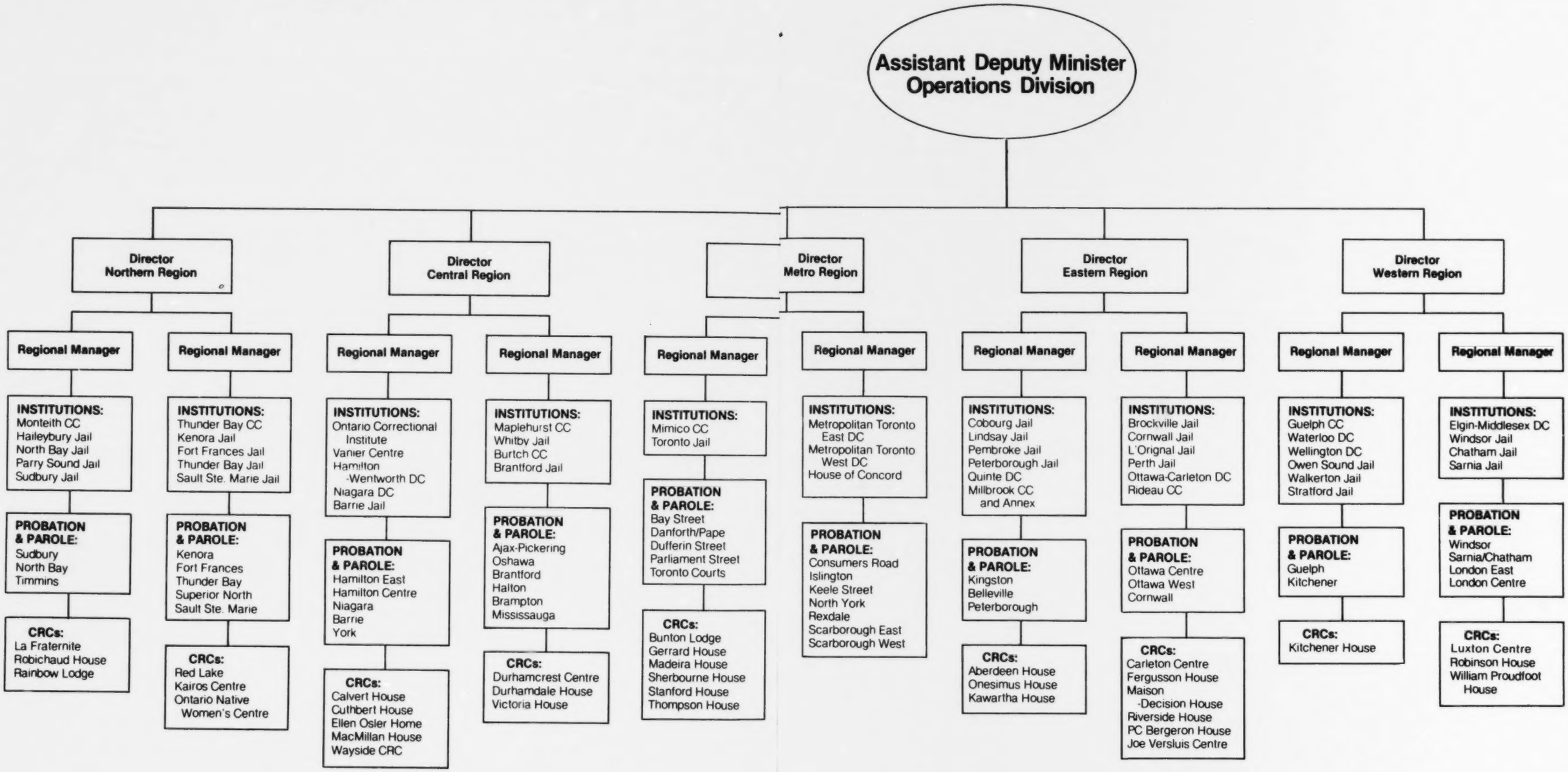
From 1975 to 1985, the number of female correctional staff more than doubled, from 174 to 382. The number of female correctional officers working in male institutions has risen from 204 in March 1984, to 329 in March 1985 — an increase of 61.3 per cent. The full implementation of ministry policy on the assignment of male and female correctional officers was a significant contributing factor in this change.

The number of female probation/parole officers has increased 400 per cent since 1975. There are now 178, compared to only 39 a decade ago. Women now fill 42 per cent of probation/parole positions, compared to 27 per cent in 1975.

The profile of the ministry affirmative action program was greatly increased as a result of the reorganization and the unit now forms an integral part of the planning and policy division, reporting directly to the executive director.

Operations Division

REGIONAL CHART, OPERATIONS DIVISION
APRIL 1985



NORTHERN REGION

With the ministry reorganization on September 1, 1984, it became increasingly important for the community development branch, the probation/parole offices and individual institutions to work more closely together. To achieve this, a system of team management was established in communities throughout the region. As the team concept is developed, it is expected that delivery of services will continue to improve.

Northern region held two conferences during 1984-85 for combined staff from institutions and probation/parole offices. The first conference was for office managers and administrative services clerks; the second was for superintendents and area managers.

The conferences were successful in making the participants more aware of the responsibilities of their counterparts, and this awareness was furthered by an exchange of administrative staff between the jail and the probation/parole office in Kenora.

The region continued to initiate contracts for part-time local officers in communities where the needs do not justify a full-time person. Long distances, particularly with native communities, often make frequent service by ministry staff impractical and inefficient. Instead, people from the local community are hired by the local band council under contract to the ministry. This arrangement is mutually beneficial and has strong community approval.

The ministry contract with the Marathon/Heron Bay Community Corrections Committee, initiated during 1984-85, is already at capacity. The committee provides communities in the rapidly-growing Hemlo gold field with the capability for alternative sentencing.

Community resource centres are now being administered within the region, and regional staff are making a strong effort to develop good working relationships with local staff and to improve the programs the centres can offer.

The introduction of the Young Offenders Act is expected to have a significant impact on the region — particularly, in delivering the required high level of service to relatively small numbers of people spread over vast distances. In 1984-85, activity regarding YOA was limited to planning and preparation.

Monteith Correctional Centre

Farming activities at the centre produced food worth $114,000 for use there and at other institutions in the eastern part of the region. This resulted in savings of about $20,000.

The sawmill produced 60,780 board/feet of lumber; 19,000 board/feet were sent to Thunder Bay Correctional Centre for its use. Wood from the sawmill was also used by the inmates to repair the roofs and corral at the Northwood Crippled Children's Camp. As well as repairing the facilities, staff and volunteers assisted in the camp's riding program, helping the children ride and care for their horses.

The institution continued an active program of staff training, and 13 staff members received diplomas through a program offered at the institution by Northern College.

Thunder Bay Correctional Centre

In 1984-85, the centre began a Native awareness program with staff travelling with probation officers to northern reserves. Development of this program is continuing.

During the year, inmates were occupied with renovation and maintenance projects on the older buildings at the institution. As well, ongoing community projects included clearing snow for senior citizens, making and setting up playground equipment and cutting and grooming ski trails for the Big Thunder Ski Jump.

Staff training programs at the institution continued at all levels.

Fort Frances Jail

Inmates were offered a variety of educational and work programs during the year. However, with the limited resources available to a small institution, many programs were offered through the temporary absence program and through volunteers.

There was a wide variety of training programs available for staff at all levels, who recorded 580 hours of training during the year.

Haileybury Jail

A major project for Haileybury inmates during 1984-85 was the construction of a fire tower which will be available for training jail staff in fire prevention techniques. As well, inmates assisted a number of local municipalities with projects such as painting, general maintenance and setting up for a fall fair. Many of these are regular projects where municipal officials request help from the institution.

Local clergy from New Liskeard and the Salvation Army continued to provide counselling services.

Kenora Jail

The Anicinabe Wilderness Camp was established in co-operation with the Ne-Chee Friendship Centre, and the ministry has approved a budget of $95,400 for the first year of operation.

During the year, inmate crews were active in a number of work projects for the elderly and the handicapped.

The institution has expanded its very successful recreation program and it now includes both outdoor and indoor activities, such as weekly movies.

A highly-trained volunteer organized group and individual counselling for inmates with personal problems and various addictions.

North Bay Jail

Security systems at the institution were significantly upgraded during the year with the installation of a sallyport by the front entrance. As well, all locks in the area were made part of an electric interlocking system.

Existing training programs at the jail were supplemented by educational programs provided through the Nipissing Board of Education, with an accredited teacher making academic courses available to interested inmates.

Parry Sound Jail

Although this institution was operated at capacity throughout the year, there were very few complaints received.

Security at the jail was upgraded by the installation of a monitoring camera in the rear parking lot. The operation of the institution itself was enhanced by the addition to the staff of a classification counsellor.

Sault Ste. Marie Jail

In 1984-85, the institution began construction of an addition, which was about 50 per cent completed by year end. The addition will provide another 44 beds and five segregation units to the facility. As well, new security lights were installed in all corridors and security toilets were obtained for all cells.

Sault Ste. Marie Jail will be the parent institution of a new 15-bed community resource centre to be opened and operated by the Salvation Army.

Sudbury Jail

The jail continued with an extensive program of renovations and the building of an addition. This $1.8 million project, financed by the Board of Industrial Leadership and Development (BILD), is proceeding on schedule. About 15 inmates are working on the project as tradesmen's helpers.

Inmates in the temporary absence program attended a number of programs in the community, many of which were provided through the community resource centre, La Fraternite. About 100 volunteers provided private counselling to inmates.

Thunder Bay Jail

This institution, working in co-operation with the Lakehead Board of Education, has developed a continuing education program. It is conducted by a teacher who was formerly an unclassified correctional officer.

Correctional staff from the jail are now working with members of the Ontario Provincial Police, making presentations in local schools.

During 1984-85, inmates from the jail worked on a number of projects at a neighboring senior citizens' home and a psychiatric hospital.

Probation/parole offices are located in the following communities:

Sudbury Area

Sudbury
Espanola
Manitowaning

Sault Ste. Marie Area

Sault Ste. Marie
Chapleau
Elliot Lake

North Bay Area

North Bay
Sturgeon Falls
Bracebridge
Huntsville
Parry Sound

Timmins Area

Timmins
Iroquois Falls
Cochrane
Kapuskasing
Hearst
Moosonee
Haileybury
Kirkland Lake

Thunder Bay Area

Thunder Bay

Superior North Area

Thunder Bay
Nipigon
Geraldton

Fort Frances Area

Fort Frances
Atikokan
Dryden

Kenora Area

Kenora
Red Lake

CENTRAL REGION

Central region underwent major changes in 1984-85 as a result of the ministry reorganization. The region now includes institutions previously in three different regions, probation/parole offices formerly in five different regions, eight community resource centres and 13 community residential agencies. The new central region organization now reflects the ministry's orientation toward the integration of services and increased decentralization.

A great deal of staff time was devoted during the year to planning and preparation for the Young Offenders Act (YOA). Regional youth facilities, both open and closed, were identified. The requirements for staff for YOA facilities and the procedures for delivering services were further assessed and defined.

Units of the Vanier Centre for Women, Maplehurst Correctional Centre, and Hamilton-Wentworth Detention Centre were designated as secure custody and/or detention facilities under YOA.

Most institutions in the region recorded increases in the number of clients during 1984-85.

Central region continued its program of self-sufficiency with 250 acres of land under cultivation. The region produced 425,000 pounds of potatoes as well as other crops. The Burtch Correctional Centre, and Camp Hillsdale, an agricultural camp associated with the Barrie Jail, had successful years with their livestock operations. They provided pork for institutions in central, metro and western regions, and beef for self use.

Inmates participated in many work projects throughout the region during the year, including clearing wood lots for the Ministry of Natural Resources and shovelling snow for senior citizens and the handicapped. They also provided many hours of labour to charitable organizations in the region.

While maintaining its traditional staff training programs, the region also expanded to provide training in such areas as stress management, computers and the Charter of Rights and Freedoms. The region also held meetings with local school boards as a further step towards eventually turning over to them the institutions' in-house education programs.

In an effort to integrate regional services still further, the region sponsored a conference of superintendents and area managers to discuss regional issues and the implementation of the Young Offenders Act. Seminars were conducted for volunteer co-ordinators from institutions and probation/parole offices, and an area manager was seconded to the Barrie Jail for six months.

Barrie Jail

The institution completed a number of major renovation projects during 1984-85, including new construction in the jail's visiting area, a new kitchen dorm, additional administrative offices and a computer room. A computer was installed, and plans are underway for an emergency back-up generator.

Brantford Jail

Work began on a 32-bed expansion financed by the Board of Industrial Leadership and Development (BILD). As well, administrative offices have been moved to provide much-needed space in the institution.

The Brantford Jail is increasing its emphasis on volunteers: a volunteer librarian was recruited, as well as new volunteers for Alcoholics Anonymous.

Burtch Correctional Centre

The cattle and swine herds were increased in 1984-85 and now number 90 and 300 respectively. The cannery at the institution continues its high level of production. It experienced increased sales to a total of $646,000.

Renovations at the centre included a metal-clad cattle shelter, sidewalks and steel siding.

Staff from the institution made presentations to high school and community college students in an effort to promote public awareness of the centre's operations.

Hamilton-Wentworth Detention Centre

Operational efficiency and security were increased through the installation of a new radio communication system.

Inmate work projects included tree-pruning, refurbishing and renovating park buildings and maintenance of a 1.8-acre swimming pool at Bronte Creek Provincial Park.

New volunteer programs included life skills for female inmates and motivational management for personal self motivation and job search techniques.

Maplehurst Correctional Centre

A $395,000 dormitory conversion under BILD provided the institution with 78 more beds in 1984-85.

During the year, inmates assisted the Milton Historical Society in the restoration of a pioneer cemetery.

The Maplehurst education centre continued to offer a comprehensive curriculum of academic and vocational subjects to 150 inmates. These courses are fully accredited with the Ministry of Education.

The recreation department operated a weekly volunteer program for the North Halton Association for the Mentally Retarded. Recreation officers and inmate volunteers helped the mentally retarded to participate in a wide range of activities, including calisthenics, shuffleboard, ball hockey and gymnastics.

Niagara Detention Centre

The centre's renovation projects for 1984-85 included installing two hot water boilers, and reinsulation of heat ducts.

Inmates performed general maintenance and repairs to office furniture for the Ministry of Transportation and Communications.

Ontario Correctional Institute

A number of renovations were carried out, including the installation of new boilers/steam generators and sound insulation of the Unit 6 day area.

Staff training programs included seminars on drug identification, on working as a team and on human sexuality.

Vanier Centre for Women

The centre undertook several energy conservation projects, including upgrading insulation of various parts of the institution and replacing incandescent lighting with fluorescent lighting.

The centre's annual bazaar raised $2,500 for charities, including the Toronto Women's Rape Crisis Centre and Interim Place, a home for battered wives. Vanier residents also assisted with track and field meets for the mentally handicapped, held by the city of Brampton.

Whitby Jail

Security at Whitby Jail was improved by the installation of additional emergency alarms in various areas.

The addition of an institutional training officer during 1984-85 raised the level of staff training, and educational programs for the inmates were improved as volunteers from the Durham County Board of Education provided correspondence courses for inmates requiring one-on-one assistance.

Probation/Parole

The 11 probation/parole offices and their sub-offices supervise adults on probation and ex-inmates of provincial correctional facilities who are free on parole. The service is also responsible for the preparation of pre-sentence reports for the courts. These reports assist judges in determining appropriate sentences.

To help manage the heavy workload, and to encourage community involvement, 52 agency contracts were signed to provide a variety of services including alcohol and drug programs, community service orders, employment programs, bail supervision, victim/offender reconciliation, psychological services, fines, Native programs and cognitive learning.

Community Resource Centres/Community Residential Agreements

There are eight community resource centres (CRC) and 13 community residential agreements (CRA) in central region providing residential services. Programs at these facilities are designed to assist clients in becoming part of the community and establishing positive patterns of social behaviour. Special emphasis is placed on employment and counselling.

Regional Initiatives

In addition to the initiatives outlined in the foregoing, in 1984-85, central region:

- Entered into an agreement with New Leaf, Living and Learning Together (a community residential agency) to provide a program for clients who are developmentally handicapped;
- Contracted for an education program for clients convicted of impaired driving;
- Opened negotiations with the Salvation Army for another CRC;
- Designated local superintendents and area managers as primary managers responsible for day-to-day contact with the CRCs and CRAs, and for negotiating contracts;
- Ensured that regional office staff and the local primary managers met during the year with all directors and/or boards of directors to review programs, occupancy levels, and budgetary requirements.

METRO REGION

During 1984-85, all institutions in Metro Toronto operated above capacity and all probation/parole offices continued to supervise a large number of clients. In spite of this increased workload, staff maintained a high standard of service and there were remarkably few incidents that could be attributed to the increased demands placed upon the system.

The reorganization of the region resulted in a more efficient operation, due in part to the implementation of a new committee structure and the creation of a channel of responsibility. The creation of two regional manager positions brought field and regional offices closer together.

The sharing of resources between institutions and probation/parole staff throughout the year not only saved money for the ministry; it also increased efficiency in the delivery of programs to the region's correctional clientele.

Young Offenders Act

The impending implementation of the Young Offenders Act (YOA) in April 1985, has required substantial changes at one institution in metro region and at all probation/parole offices.

The Metro Toronto East Detention Centre has been designated as the YOA interim secure-custody facility for the region. A task force involving regional staff and senior management of the institution developed a two-stage plan for a 60-bed YOA unit to be located on the second floor of the facility. The first phase, to be completed by April 1, 1985, consists of a unit of 30 beds in individual cells; phase two, scheduled for completion by August 1, 1985, will have 30 dormitory beds.

Staffing of the unit was completed by mid-March 1985, and an intensive two-week training program was set up. This format, developed in central region, is now being adopted by other regions.

In 1984-85, five probation/parole offices were chosen to handle young offenders under YOA for the initial phasing in of the new legislation. These locations were Scarborough West, Parliament Street, Dufferin Street, Islington and Rexdale. Probation officers were chosen and trained to carry out their duties as youth workers. The court liaison function was augmented to cover youth courts through the appointment of two additional officers. Support services were also increased through the addition of two secretaries to handle the extra workload.

To meet the substantial additional caseload expected in 1985-86, 37 new officers will be phased in with corresponding increases in management and support staff.

The region co-operates extensively with the private sector in supervision of people on probation and parole. Variations in probation and parole contracts were made this year to allow this co-operation to extend to young offenders.

During the year, a great deal of effort was made to inform the community about open custody. Open custody involves supervision of offenders in the community by private agencies under contract to the ministry, and the private sector was invited to participate in this innovative concept.

The following phase-in schedule has been developed after discussions with three such agencies:

Apr. 1, 1985	8 beds	Viking Homes
July 1, 1985	8 beds	Viking Homes
Aug. 1, 1985	10 beds	Madeira House
Sept. 1, 1985	10 beds	John Howard Society
Jan. 1, 1986	10 beds	John Howard Society

Discussions are continuing with other agencies to provide approximately 30 more beds during 1985-86.

Toronto Jail

The Toronto Jail underwent extensive renovations and improvements during 1984-85 as part of its ongoing development.

These included the installation of new stoves, ovens and fryers in the kitchen; painting of cells, corridors and support areas; a new air-handling system in the records office; replacement of all wooden doors in the institution; a new master lock system for non-security doors; a new master clock system; a new television and radio system for inmate living areas; retiling of all inmate showers; stainless steel showers in all segregation areas; installation of maximum security beds; creation of new program facilities on the fifth floor; upgrading the domestic hot water system, and a major renovation of the maintenance department and health care unit.

Staff at the jail participated in a number of charitable events: the institution made the highest contribution to the United Way of any section in the ministry; similarly, the institution's pledge to the Bobby Orr Skate-A-Thon for Timmy was the highest in the ministry and the jail also topped all donations to the Federated Health Campaign.

During the year, the jail hosted a volunteer appreciation dinner for its 157 volunteers.

Mimico Correctional Centre

Mimico continued to offer a variety of programs in 1984-85. As well as housing both minimum and maximum security inmates, the centre screened and selected inmates for six community resource centres (CRC), operated the province's largest immediate temporary absence program and accommodated substantial numbers of inmates who were serving intermittent sentences.

Inmates from Mimico provided 49,074 hours of community service to 99 different non-profit social agencies in the Metro area in 1984-85. Of particular note, 30 inmates assisted in preparing the Downsview site for the visit of His Holiness, Pope John Paul II, which was attended by 500,000 people.

Two new rehabilitation officer positions were established to assist with classification (assessment) duties. These additions to the staff will allow the development of new discharge planning and substance abuse programs.

Industries in the institution were expanded to include the painting of Ontario Government project signs and Ministry of Natural Resources park signs.

A renovation project was completed at the centre during the year which will allow for the

transfer of immigration detainees from the Metro Toronto West Detention Centre to Mimico in 1985-86. This project is part of the region's program to deal with overcrowding at the detention centre level in Metro.

Construction material and prefabricated cell units were purchased for the construction of 10 new segregation cells in the next year.

Metropolitan Toronto East Detention Centre

A number of construction projects were completed during 1984-85, including a new visitors' waiting room. A perimeter security fence and observation cameras were installed to increase security at the facility, and an area was enclosed to provide space for storing equipment and supplies.

One unit at the centre underwent extensive physical alterations to accommodate young people awaiting court disposition or institution transfer under the new Young Offenders Act.

An ongoing specialized recreation program at the centre focuses on the needs of those in protective custody, and allows these inmates to remain active in spite of the limitations imposed by this level of custodial supervision.

In other activities at the centre, a group of inmates assisted in painting a local hostel.

Metropolitan Toronto West Detention Centre

This centre underwent considerable physical renovations. Projects completed during the year included renovations to the front office and lobby; the construction and operation of a new 32-bed unit; alterations to the library and crafts area; additional staff and visitor parking, and a 3,000 square foot addition to the stores area.

A new, 192-bed addition is underway and will be completed during the next year. This will assist in relieving the accommodation problems in the Metro Toronto area.

Volunteers at the centre continued to assist in developing programs. These included blueprint reading, draughting, computers, metric conversion and upgrading education levels. The educational co-ordinator, librarian, chaplain and more than 200 volunteers offered valuable time and resources to help inmates make the best use of their terms in the institution, and to prepare for release.

Daily recreation programs are available for inmates both indoors and out. Physical, social and cultural activities are included in a balanced recreation program and more than 7,000 inmates participated during the year.

The staff training unit plays an important role in the development of staff in the institution. Staff members attended more than 566 courses; as well, special assignments for career development provided staff with an opportunity to expand their work experience.

The classification unit is responsible for assigning sentenced inmates to various provincial institutions. Of the 1,443 cases sent to the inmate offender classification and transfer section, two-thirds were assigned to minimum or medium security institutions. This is a reflection of the ministry's commitment to the principle of community-based supervision wherever possible.

The temporary absence program received 1,782 applications from inmates. These can be approved for such purposes as education and employment. Of these applications, 817 (52 per cent) were approved, and 99 per cent of those approved completed the program successfully. Inside the institution, 1,214 inmates were included in the institution labour force, working in the kitchen, maintenance, stores and front cleaning areas.

During the year, the staff of the centre demonstrated their ability to deal effectively with the continuing heavy workload.

Probation/Parole

Bay Street Probation/Parole Office

This office is running five programs for probationers and parolees. For the last six years, it has contracted with the Youth Employment Service on Maud Street to provide counselling, pre-placement and job placement. More than 650 clients have taken advantage of the service during that time.

Council Fire is a centre for Native people located in downtown Toronto. Bay Street contracts with Council Fire for counselling, life skills and other services for Native probationers and parolees. In 1984, a crime prevention component was added so that services could be extended to other Native people in Toronto who might benefit from it.

Bay Street has an in-house Alcoholics Anonymous program run by probation/parole officer Bill Olver. Clients attend weekly meetings at the office.

Several staff members are involved in the school education program in which they make presentations on probation and parole to local schools and other groups.

Black Creek Probation/Parole Office

Black Creek is running four programs for its clients. The St. Philip's Community Resource Centre CSO Program involves the placement of 275 offenders who offer volunteer services to community agencies, groups and individuals. Through this program, offenders gain an appreciation of others and a new attitude towards offending against the community. In turn, the community benefits from the services donated by the offenders.

The Black Creek Venture Group provides specialized community involvement for 60 offenders who are directed to community resources, language services, group projects, recreational programs and individual worker contacts. The offenders benefit from the additional time spent in counsel, referral, support and creative projects that assist in problem solving and crime prevention. The community benefits from the ongoing involvement of ex-offenders in the services provided by the attendance centre.

Black Creek has a contract with York University to provide computer training to about 20 offenders during the summer; it also permits the hiring of two offenders to work at the summer camp. Through this program, offenders acquire computer skills and improve their chances of eventually getting a job, while the camp counselling provides actual paid employment.

During the year, an open house at the attendance centre was held to explain the roles of probation/parole officers and the ministry's services to the Black Creek community. The open house offered an opportunity for dialogue between ministry staff, the staff at the attendance centre and members of the local community.

As well, several officers visited local schools during the year to talk to students about the work of the probation/parole officer. The students not only acquired knowledge about the criminal justice system, they also received an insight into a possible career.

Consumers Road Probation/Parole Office

There are three programs operating under contract from the Consumers Road office.

The first is Stop Impaired Probationers in Toronto (SIPIT). With the support of the judges at Scarborough Provincial Court, convicted impaired drivers who meet specified criteria are ordered as a condition of probation to attend a SIPIT course.

SIPIT was developed by a probation/parole officer and is now co-ordinated by Alcohol and Drug Concerns, Inc. It is an eight-evening education program in which offenders confront their behaviour and are encouraged to change by considering the personal, legal, family and social benefits of avoiding drinking and driving. Speakers include a doctor, family counsellor, lawyer, police officer and insurance agent.

The program has been operating since early 1984 with encouraging results.

The Peanut Employment Program for Youth is offered by this centre through a contract with the Peanut Neighborhood Youth Centre. It provides employment counselling and job placement services for eligible clients. Since September 1984. Peanut has also assisted in finding part-time employment for young people who need structured leisure time activities after school and on weekends.

The Peanut program has been operating successfully since 1982.

The third program at the centre is the St. Philip's Community Service Order Program. The St. Philip's Community Resource Centre screens and places, in appropriate community settings, clients who have been ordered by the courts to perform community service.

Danforth Probation/Parole Office

The Danforth office is new, combining the former Danforth and Pape offices. It officially opened in October 1984, and supervises three community service order contracts.

The Salvation Army Community Service Order Program (East) has been in operation for more than five years. As of December 1984, it was handling 332 active cases and maintaining 138 placements. The maximum number of clients to be supervised under this contract is 500. Upon successful completion of a CSO placement, the sentencing judge is provided with a report on the client's work record.

The John Howard Society Community Service Order Program (East) began in 1983, when the contract with the society (which had existed since 1977) was split into east and west to correspond to the east and west divisions of probation/parole services.

This agency had 331 active cases. As with the Salvation Army, cases are opened after referral from the court liaison officer or supervising probation officer. Upon completion of the order, a report is sent to the Danforth office evaluating the client's overall performance with the agency.

The St. Philip's Community Resource Centre CSO program is similar to the others. A board of directors monitors all aspects of the operation and St. Philip's provides a summary of the client's performance.

In all three programs, the courts may give a sentencing option that can offer the offender an opportunity to serve the community. Community supervision not only enables the client to continue to work or to attend school, it also puts him or her in touch with others who may be able to render assistance. If the offender is unemployed, the agencies can help find a job. As well, the placements provide the client with an opportunity to meet positive role models and to see examples of more productive lifestyles.

These CSO options involve the community on three fronts: the agency, the volunteer and the placement.

The three agencies mentioned have a total of 30 volunteers from the community. These people provide the system with the input of concerned and knowledgeable citizens who can interact with both clients and the ministry.

The placements not only give the offender an opportunity to repay a debt to society in a positive and constructive way, they also benefit the community because the placement organizations obtain services that might not otherwise be available to them. Also, because CSO work is performed for non-profit organizations, a community service is provided at no extra cost to the taxpayer.

Dufferin Street Probation/Parole Office

Dufferin Street is included in the CSO contract between the Salvation Army and the Bay Street office. In 1984-85, under this contract, approximately 63,000 hours of work were performed by 549 clients. The placements included churches, community centres, day-care centres, hospitals, hostels and senior citizens' homes.

The Fortune Society employment program serves probation/parole offices in metro region, including institutions and community resource centres. In 1984-85, there was a total of 155 referrals with clients either placed in jobs or referred for additional training.

A probation/parole officer with specialized training supervises a program for child sexual abusers and other sexual offenders. This officer provides expertise in this difficult area, responding to both the clients' needs for direct supervision and the need for referrals to psychiatric and other specialized facilities.

Islington Probation/Parole Office

This office provides a youth employment service aimed at young people aged 15-21 which includes preparation for and placement in the work force. Particular life skills are featured in the preparatory phase of the program, including basic job readiness and job search training. Various federal and provincially-funded programs assist in training and job placement, often through wage subsidies.

In the last two years, about 140 clients in North York and Etobicoke have been assisted through this program. Sub-offices have been established in Lawrence Heights and on the Lakeshore to provide better service in these high-need areas.

Keele Street Probation/Parole Office

This office has three contracted programs.

The John Howard Society of Metropolitan Toronto is under contract to provide a career counselling program and job placement services for probationers and parolees within Metro Toronto.

The goal of the program is to integrate the clients into the work force through full-time employment or through various training and educational programs. During 1984-85, 99 clients were referred to the program from probation offices in the Metro Toronto area.

The John Howard Society has also contracted with the ministry to provide a program to ensure that offenders fulfill the conditions of the community service orders imposed upon them by the courts. Beyond helping offenders meet the legal requirements of the CSO, however, the

program also tries to encourage responsible behaviour on the part of offenders, to help them provide some tangible benefit to the community and to promote greater understanding of the offenders themselves by the community.

During 1984-85, a total of 581 cases were referred to the program from various Metro offices. During the same period, offenders performed 32,922 hours of community service at some 80 locations.

York Community Services has a contract with the ministry to provide a program of counselling and life skills within a recreational setting and thereby to assist in the prevention of crime in the city of York. The program is operated on weekends at a local high school and consists of a series of gym activities (such as floor hockey, basketball and wrestling) and quiet games (such as chess, checkers and cards). There is also the opportunity for discussions with group workers.

At the end of the 1984 activity year, there were 150 participants registered in the program.

Parliament Street Probation/Parole Office

The Elizabeth Fry Society has a contract to provide specialized counselling for female offenders. The purpose is to assist them in developing and maintaining personal goals leading to proper financial management, better family relationships and constructive use of leisure time. The society also offers assistance in dealing with addiction or mental health problems.

In 1984-85, 32 female clients received counselling under this contract.

Rexdale Probation/Parole Office

Two programs are maintained through this office. The ministry and T.A. Patterson and Associates jointly operate an alcohol training assessment and counselling program for probationers and parolees. Staff is also instructed through this office.

The program is designed for offenders who are referred as a condition of probation or parole. It is also used for pre-sentence report cases where referral occurs because of the nature of the charge or a previous record, or because the subject has indicated a need for it. Other cases with a need and appropriate attitude may also be referred.

The Victim/Witness Assistance Program (VWAP) is run by the ministry, the Salvation Army and Etobicoke Temple to serve victims and witnesses of crimes. This program relies on referrals from #23, #22, and #21 Divisions of the Metropolitan Toronto Police Force.

Victims of personal and property-related crimes have a wide range of needs. They include the need for information, communication and translation, counselling, housing, food, transportation, support and access to appropriate agencies. Because VWAP takes over and helps fill these needs, the police are free to concentrate on their duties. Through VWAP, the needs of community members are met by the community itself.

Scarborough East Probation/Parole Office

This office runs a youth employment service, a shoplifters' corrective program and an alcohol education program.

The youth employment service is operated under contract by Scarborough Area Youth Employment Services for probation/parole clients referred by the Consumers Road office, Scarborough West office and Scarborough East office.

Offenders aged 16 to 24 are interviewed, their employment skills are assessed, they are taught job search techniques and they are given employment leads. Where appropriate, they are referred to other federal or Ontario government programs.

The client benefits greatly from this program because the counsellor takes a personal interest and tries to match employment to skills and interests.

Participants in the Shoplifters' Corrective Program are divided into two age groups: 16-21, and 22 and over. They consist of offenders who have either been referred or ordered to attend, and three volunteers act as group leaders.

About 200 clients undertook the six-week course in 1984-85. The course first examines the offence and then encourages sharing and the building of trust. It examines alternative behaviour and teaches problem-solving techniques. Follow-ups after one year show a 95 per cent success rate.

Local representatives of Alcoholics Anonymous hold a modified AA meeting in the offices once

a week. Officials of the organization say that this program, which has been operating for eight years, was the first of its kind in North America.

Scarborough West Probation/Parole Office

Scarborough West runs three programs.

The Alcoholics Anonymous program is run by community AA members specifically for probation/parole clients and follows the traditional AA program.

The office's in-house employment workshops are conducted as needed for clients who are having difficulty finding a job. A probation/parole officer is responsible for co-ordinating this program, which uses resource people from various community employment agencies. These workshops include teaching clients to fill out application forms and resumes, preparing clients for job interviews, making them aware of the community resources available to them and actual referrals for employment.

The in-house narcotics anonymous program is similar to the AA program except it is for clients who abuse drugs. It is held, on average, once a month. The program involves both group discussions and films. Since July 1984, forty-three clients have participated in this program.

Toronto Courts Probation/Parole Office

This office supervises both the Toronto Bail Program and the Metro Volunteer Placement Co-ordinators.

The ministry has a contract with the Toronto Bail Program. This is a private agency that promotes and encourages community bail supervision as an alternative to jail for people who are awaiting trial. The agency has workers at all court locations and detention centres in Metro Toronto. Their function is to verify information given by candidates for bail supervision and to provide counselling services to those clients referred to the agency for bail supervision by the courts.

During 1984-85, the Toronto Bail Program completed an average of 800 verifications per month and had an average of 550 clients per month under supervision.

There are many benefits from such a program. A large number of people who might otherwise have been in jail are allowed to remain in the community and continue with their jobs or their schooling. The program helps ease the demand for space in detention centres and that means a large saving in taxpayers' money. The program contributes positively to the lives of those under bail supervision who have problems such as housing, employment and harmful addictions. These people receive counselling and referrals to the appropriate agencies from their bail supervisors.

The Metro Volunteer Placement Co-ordinators Inc. is a community agency on contract to the ministry. It operates a program of 35 volunteers in the five court liaison offices in Metro.

These volunteers do initial interviews at court with offenders placed on probation and with offenders who are required by the courts to supply information for a pre-sentence report. These reports provide social information which assists the judge in determining the appropriate sentence once guilt has been established.

In 1984-85, these volunteers prepared some 8,500 probation reports, 1,200 pre-sentence reports and about 500 stand-down (preliminary) pre-sentence reports.

EASTERN REGION

Eastern Region includes the counties of Peterborough, Northumberland and Victoria, east to the Quebec boundary.

With the ministry reorganization the regional office in Kingston is now responsible for co-ordinating and administering all ministry institutional and community services, as well as staff training and personnel.

Reporting to the regional director are two regional managers (responsible for both institutional and community programs on a geographical basis), a regional business administrator, a regional training advisor, two regional personnel administrators (based in Kingston and Peterborough) and an executive assistant to the regional director. The executive assistant also has the responsibility for co-ordinating the implementation of the Young Offenders Act (YOA).

There are 12 correctional institutions located in the region: eight jails, two detention centres, and two correctional centres. Probation/parole services are delivered through six area and 11

satellite offices. There are nine community resource centres, located in Ottawa, Kingston, Cornwall, Brockville, Belleville and Peterborough.

During the latter part of 1984-85, considerable time and effort was spent preparing for the implementation of the Young Offenders Act. A two-stage plan was developed for eastern region.

The first stage was an interim plan which included the provision of secure and open-custody facilities as well as community supervision and programs. The second stage included the verification of sites for secure custody, a variety of open-custody facilities throughout the region and the development of program support for community supervision.

In keeping with the intent of YOA, interim separate accommodations were constructed at the Ottawa-Carleton and Quinte detention centres and at the Peterborough and Cobourg jails. Through a great effort on the part of inmates and staff, the facilities were ready for occupancy by the deadline of April 1, 1985. Contracts were negotiated for the provision of open-custody beds for young offenders and in spite of the short notice, there were 21 beds available throughout the region by the deadline.

All superintendents and area managers received training in YOA and this training is being made available to staff working in the young offender units. While no decision had been made at year end regarding the eventual site of the long-term, secure-custody institution for young offenders, the facility itself is already in the planning stages.

During 1984-85, a number of institutions continued to operate at or above capacity. To increase space available, construction was begun on additional accommodation at the Lindsay, Pembroke, Brockville and Cornwall jails. This is part of a $3.5 million construction program under the Board of Industrial Leadership and Development (BILD) and also includes work at the Rideau Correctional Centre.

Eastern region's self-sufficiency program had a successful year. The inmates' farming efforts produced more than 1,000,000 pounds of produce, including tomatoes, cucumbers, cabbages, lettuce, radishes, green onions and beans. Root crops such as onions, beets, carrots, potatoes and turnips were stored for use during the winter. In some cases, enough root crops were produced to meet regional requirements for up to eight months.

The flock of more than 2,000 laying hens at the Rideau Correctional Centre produced enough eggs to meet the needs of the region for the entire year. The centre produced enough pork to meet about 70 per cent of the region's requirements and it is now preparing to begin a beef cattle operation. Inmates began by cutting wood to build a cattle barn at the centre and a small beef herd may be introduced as early as 1985-86.

The region continued its informal barter arrangement with the Pittsburgh Institution of Correctional Services Canada, exchanging wood for bedding and vegetable plants from their greenhouses.

During the fiscal year, the region opened two regional staff training centres, one at the Cobourg Jail and the other at the Rideau Correctional Centre. The latter facility was named Fisher House in memory of a former superintendent of that institution, the late G.R.D. Fisher.

In March 1985, a four-day regional course was conducted on advanced hostage negotiations with speakers from the Federal Bureau of Investigation and the Chief Investigator, New York State Troopers.

In the coming year, the region plans to make its centralized correctional officer recruitment program region-wide. It has been operating successfully in the western part of the region for some time. At year end, an assistant regional personnel administrator was recruited to help implement this program.

Another program that will be extended across the region is the Level of Supervision Inventory classification system. This is a technique to assess the degree of supervision required for a client. It has been operating successfully for probation and parole clients for a number of years and more recently was implemented on an experimental basis at the Ottawa-Carleton Detention Centre.

In 1985-86, two staff training officers will be recruited to further upgrade the quality of staff training within the region. These positions will be based at the Cobourg and Brockville jails.

Millbrook Correctional Centre

This institution is the ministry's only maximum security correctional centre.

Renovations were made during 1984-85 to increase security at the institution, including the design and installation of an electronic console, introduction of closed circuit television cameras and monitors, improved lighting in the sports yard and renovation of the group meeting room. Also, the staff meeting room was redecorated.

During the year, several innovative programs were begun. One was a group counselling program called "Beyond Ourselves", based on psychotherapy and pastoral objectives. Also, a new volunteer program offers pastoral care to the families of inmates during visits to the institution.

The computer-based educational instruction program for inmates, PLATO (Programmed Language and Automated Teaching Operations) was expanded in 1984-85 after a successful first year of operation. The trades instruction program for inmates was revised and expanded to include draughting, small engines and woodworking skills.

At the minimum security annex, 84 inmates participated in community work projects which benefited 17 agencies during the year.

The institution sponsored its first open house for the families of inmates in 1984-85 and 240 people attended.

Rideau Correctional Centre

During 1984-85, construction began on a new 64-bed inmate accommmodation building and a 26-bed separate segregation unit. Both are BILD projects.

Inmates from Rideau participated in a wide variety of community projects, including painting a church, building jungle gyms for public schools, relocating and painting the Merrickville Library, building an internal office at a local fire hall, cleaning and painting the Merrickville Block House Museum, constructing steps for a senior citizens' hall, building an extension to a Royal Canadian Legion Hall and interior decorating at the Merrickville Medical Centre.

The institution contributes to the local Meals-On-Wheels program by preparing meals for senior citizens. These are then picked up and delivered by a community group.

During the year, several open houses and orientation programs were conducted for community resource centre directors and probation/parole officers.

The centre's psychology program was extended this year to include an anger management program for inmates. In February 1985, the department hosted the Administrative Research Symposium for senior managers.

Ottawa-Carleton Detention Centre

The entire institution was repainted in 1984-85 and double-bunking was begun in one of the maximum security wings to accommodate more inmates. Additional safety and security changes were made, including a new annunciator and fire alarm system, alterations to the central control module and installation of a security fence around the maximum security wings.

In late March, part of the women's section was renovated to accommodate the young offenders unit.

Throughout the year, inmates provided approximately 700 days of labour to 12 community projects, as well as planting and harvesting the institutional garden.

In September 1984, the centre introduced a new basic auto mechanics course for inmates.

In December, the centre held a symposium on "Education and the Young Offender" which was attended by representatives of various schools and local agencies. The Carleton County Board of Education has agreed to provide teachers to the institution on a part-time basis, and it is expected that the academic program will be expanded next year to include the new young offenders unit.

The volunteer program continued with 68 volunteers providing about 700 hours per month to the centre. The centre is the parent institution for three community resource centres in the Ottawa area.

Quinte Detention Centre

Inmates worked as volunteers on a number of community projects during the year. These included working at the local Adult Retardation Centre Industries Workshop, assisting in maintaining local historical cemeteries, cutting grass at the OPP detachment, assisting service organizations, preparing ball fields and other sports areas in several communities, preparing playground equipment for a local township and building equipment for a public school.

In 1984-85, forty-two inmates participated in a forestry program sponsored by the centre and the Ministry of Natural Resources, and inmates received temporary absences to help fruit growers in the Prince Edward County area harvest their crops.

Altogether, inmates earned $59,084.80, of which $11,070 was paid to the ministry for room and board.

Community volunteers donated almost 7,000 hours of their time in 30 different programs during the year. An appreciation dinner was held for them and 53 people attended.

Quinte continues to be a training centre for students from various programs, including the Ontario Career Action program, Law and Security program, Loyalist College in Belleville, the correctional worker programs at St. Lawrence College in Kingston and Centennial College in Toronto, the Centre for Criminology at the University of Ottawa and for co-op students from Napanee District Secondary School.

As an Ontario bicentennial project, staff and inmates assisted the community in preparing the site for the Eastern Ontario Regional Games for the Physically Disabled. As well, 12,000 silver maple trees were planted on the institution property.

Another bicentennial project was the building of a stackwell log cabin. The centre was assisted by a summer works grant from Employment and Immigration Canada. The official sponsor was the Odessa and District Lions Club, and four students were hired under the grant. When the cabin was completed, it was designated as a correctional museum for the region. It is now open to the public and is staffed by a community volunteer.

The Quinte centre is the parent institution for two community resource centres in Kingston.

Brockville Jail

Work began during the year on the construction of a new inmate accommodation building which will provide housing for 10 inmates as well as program space.

The jail continued to participate in a wood cutting project with the Ministry of Natural Resources. Five inmates were involved.

A classification counsellor was added to the staff; this counsellor will serve the Perth and Cornwall jails as well as Brockville.

The jail is the parent institution for a community resource centre in Brockville.

Cobourg Jail

During 1984-85, staff and inmates completed renovation work on a regional staff training centre.

The Cobourg jail participates in the region's food self-sufficiency program using land provided by the Ministry of Natural Resources. It sends carrots and beets to the regional storage facilities at Rideau and Millbrook correctional centres, where they are redistributed to other institutions.

Inmate volunteers undertook several projects this year, including removing snow for senior citizens or disabled citizens in the Cobourg area, maintenance at the Port Hope Agricultural Park and Cobourg beach and clean-up work in the Ganaraska Forest. Inmates also helped the Victoria Hall Art Gallery move a number of new displays, and they did maintenance work on bus shelters and municipal parking lots.

Cornwall Jail

Inmates repainted the entire jail and helped build a new five-cell, 10-bed unit scheduled to open in June 1985.

As a bicentennial project, several staff members took part in a local heritage fair.

The jail is the parent institution for the community resource centre in Cornwall.

Lindsay Jail

A five-cell addition to the jail was completed in 1984-85 and renovations were made to the plumbing and heating systems.

The institution operates a number of volunteer programs, including Alcoholics Anonymous, counselling by the John Howard Society, pre-release planning and interviews by the Salvation Army, and a visiting program by the Lindsay Kiwanis Club.

This year, the jail held an open house for the local judiciary, and families of staff; 150 people attended.

L'Orignal Jail

The jail completed several renovation projects in 1984-85, including the installation of a new electric heating system, new floors in the staff room, supervisors area, dormitory area, hallways and staff washroom and repainting sections of the institution.

The institutional training officer provided a 15-hour course for students enrolled in correctional programs at Algonquin College, and courses were also offered at the local high school.

The jail continued to offer volunteer programs for inmates, including weekly Alcoholics Anonymous meetings.

Pembroke Jail

The institution began several renovations and construction projects this year. Work began on a new 10-bed accommodation unit, a new three-bed segregation unit, a new staff lounge and an inmate property room.

An education program was introduced in co-operation with the Renfrew County Board of Education. It offers courses from remedial reading up to Grade 13, and a teacher visits the jail every day. About 60 per cent of the inmates take advantage of the program.

The volunteer program was a continued success, with citizen volunteers recording about 120 hours a month at the jail.

Perth Jail

A major security upgrading was begun here in September 1984. It included installing a new control module, a new admitting and discharge facility and an improved visiting area. The administration office was completely renovated and new stainless steel cupboards were installed in the kitchen. As well, the top floor of the jail was renovated by the Ministry of Government Services.

Peterborough Jail

The ministry's first prefabricated accommodation building is located here, and it is now being put to use as a young offenders unit.

During the past year, the jail acquired a full-time classification counsellor who will also serve the Lindsay and Cobourg jails.

A number of community volunteer agencies provided services to the jail, including Alcoholics Anonymous, the John Howard Society, the Salvation Army and several other religious organizations.

The jail is the parent institution for a community resource centre in Peterborough.

Probation/Parole

Cornwall Probation/Parole Office

This office maintained community service contracts in Brockville, Glengarry and Prescott/Russell, and a contract with the "Help" program to provide assistance in finding employment for clients. Service was also provided to the community resource centres in the Cornwall and Brockville areas.

Ottawa West Probation/Parole Office

In 1984-85, the Ottawa West office sponsored a Driving-While-Impaired program and maintained a community service order program for Lanark County. The John Howard Society gave help to clients looking for work, and a number of volunteers provided various services in both the Ottawa West and Smiths Falls offices.

Service was provided at the three community resource centres in Ottawa, and to three facilities with which the region has community residential agreements.

Ottawa Centre Probation/Parole Office

Ottawa Centre operates a community service order program involving about 150 cases and 1200 hours of volunteer work is completed each month. A total of 110 placements are available. Since the program began, fewer than 10 per cent of the participants have been charged with breach of probation.

The volunteer program here has 29 volunteers involved in case supervision, and they provide additional services where appropriate.

During 1984-85, the centre's restitution program handled 170 cases and a total of $72,250 was returned to victims.

Kingston Probation/Parole Office

The Kingston office maintained a number of programs and services for its clients throughout the year.

One program which is unique is a contract with the North Frontenac Community Services Corporation — the only completely rural multi-service contract in Ontario. It provides for community service orders, victim reconciliation, a Driving-While-Impaired program, volunteer co-ordination services and court liaison.

As well, Kingston maintains contracts with Kairos, a community-based rehabilitation program. The John Howard Society assists in a work-adjustment training program which provides eight weeks of training, and Employment and Immigration Canada pays the participants a living allowance of $80.00/week.

In Pembroke, a probation officer supervises training for volunteers, and co-ordinates volunteer services. There is a drinking driver awareness program in operation to help educate convicted impaired drivers.

In Renfrew, there is a community service order program to provide counselling for clients. In Eganville and Barry's Bay, the additional services available include drinking awareness and lifestyle education programs for clients convicted of alcohol-related offences.

Belleville Probation/Parole Office

In the Belleville area, 13 officers and more than 80 volunteers supervised about 1200 probationers and parolees.

The office supervises a number of programs, including addiction treatment and assessment counselling (Driving-While-Impaired); the Centre Hastings Correctional Committee; the community-oriented sentencing program; the Trent Community Corrections Committee; vocational and assessment services; Welcome-Port Hope Optimist Club and Serenity House in Belleville (Serenity House provides addiction assessment and treatment programs), and a community service order contract for Napanee and area.

As well, several psychologists are on contract and available for consultation.

Peterborough Probation/Parole Office

The Peterborough/Kawartha area includes Lindsay, Haliburton and Bancroft. It supervises about 900 probationers and parolees each year.

An employment program is available through the John Howard Society in Peterborough, Lindsay and Haliburton. Community service order programs in Peterborough and Lindsay are available through the Peterborough and District Information and Volunteer Bureau. A similar program is operated by the Salvation Army in the Haliburton and Bancroft areas. In Lindsay, a Driving-While-Impaired program began in January 1985, and has been well-used by the courts.

At year end, arrangements were concluded to open a third area probation/parole office in Ottawa to help relieve some of the heavy workload in that area. The office, designated Ottawa East, will begin operating early in the 1985-86 fiscal year.

It will also be necessary to provide more space for some of the probation/parole offices in eastern region because of the expanding young offenders workload. As well, more probation/parole officers will be provided, depending upon available complement and funding.

As well, also depending on available funding, consideration will be given to expanding a number of community-oriented services such as community service orders and Driving-While-Impaired programs.

WESTERN REGION

The new western region was created on September 1, 1984, as part of the ministry reorganization. At first, it operated out of the old quarters of the regional administrator, probation and parole services, on Richmond Street in London; in December, however, it moved to its new permanent headquarters in the courthouse on Dundas Street. From an initial staffing of five — the regional director, two regional managers, the regional YOA co-ordinator and a secretary — the office had almost filled its complement of 15 staff members by year end.

Western region is responsible for 10 institutions including the largest correctional centre in Ontario, three detention centres and six jails. It has six probation/parole management areas and a large number of community-based correctional programs, including four community resource centre residences.

In October 1984, the region held its first joint conference of superintendents, area managers and regional office staff. The conference had a dual purpose: it brought together the top managers in the region, and was a first step towards integrating regional programming.

During its first seven months in operation, planning and preparation for the Young Offenders Act absorbed a significant amount of staff time and effort.

By the end of 1984-85, however, the region had in place three YOA pre-disposition secure-detention facilities, as well as one post-disposition open-custody facility. This is the Wycliffe Booth House, which will be operated by the Salvation Army under contract with the ministry.

A major post-disposition secure-custody facility for young offenders is being established at Goderich, and interim renovations were well underway by the end of the fiscal year.

The 10 institutions in the region did not experience any major overcrowding during 1984-85. However, there were isolated instances: population pressures occasionally had an impact on the Windsor jail; there was a continuing waiting list for placement in the Guelph Correctional Centre and the Guelph Assessment and Treatment Unit and intermittent weekend sentences were frequent at the Waterloo Detention Centre. A 60-bed increase in capacity at the Elgin-Middlesex Detention Centre in London and the ability of regional staff to deal with isolated crowding situations through transfers helped to avoid any major problems.

Work continued on energy management programs through the year at all 10 institutions and during this period four of them — Guelph, Elgin-Middlesex, Windsor and Waterloo — won Ontario Government Energy Management Awards for their accomplishments.

The region's volunteer programs continued to grow this year and reflected the regional policy of integrating and sharing both institutional and community programs. There was an increase in the sharing of volunteer training and services; as well, joint participation by institutions and probation/parole services in such activities as Community Justice Week rose significantly.

The Ontario bicentennial in 1984 afforded institutions in the region the opportunity for a number of special programs and projects in the communities they serve. Among the many projects undertaken were the development of sports facilities, participation in bicentennial parades and the erecting of a commemorative cairn.

Several new community-based programs were developed during the year by probation/parole staff in the region. Some of these were implemented in co-operation with community agencies. They included family violence treatment programs and specialized programs for spouse and child abusers.

Guelph Correctional Centre

During 1984-85, twenty-two inmates escaped or were declared unlawfully at large from Guelph — a reduction of 50 per cent from 1983-84, when 44 inmates escaped.

The centre's jobbing shop completed prefabricated jail units for several other ministry institutions and began to manufacture a new line of security furniture.

The institution managed to reduce its energy consumption by another five per cent this year over and above the 36 per cent saving it recorded in 1983-84. Guelph received a Gold Ontario Government Energy Management Program award for its achievement.

There was a significant increase in participation by inmates in academic and vocational programs in 1984-85, and continuing education programs were expanded in co-operation with the Wellington County Board of Education.

The institution took part extensively in celebrating Ontario's bicentennial in 1984. Working in co-operation with the Royal City Jaycees, the Royal City Fastball League and the Guelph Recreation and Parks Department, the institution developed Bicentennial Park. It is located on 20 acres of the centre's land and provides baseball diamonds and soccer fields for community use.

Elgin-Middlesex Detention Centre

In 1984-85, the centre established a separate unit to accommodate 16 male and female young offenders in preparation for the Young Offenders Act. Staff were selected to supervise the unit and provide programs.

An adult basic education program was begun in January 1985, with a teacher supplied by the London Board of Education's Continuing Education Department.

Cottage industries at the centre continued to be very productive, and included subcontract work for Northern Telecom in London that brought in

about $29,000 in revenue. Inmates also repaired furniture and equipment for the London Board of Education. Inmate labour was provided for a variety of community projects. One such project was the reconstruction of a prehistoric Indian village in co-operation with the Museum of Indian Archaeology.

In 1984-85, the detention centre was awarded an Ontario government silver medal for energy conservation in recognition of its 12 per cent reduction in energy consumption.

Windsor Jail

The jail's security system was renovated and modernized in 1984-85. Among the additions was a new admitting and discharge vehicle sallyport with video cameras, monitors, intercom system and electric doors connected with the institution's control room through an integrated computer. The jail also completed a new 12-bed dormitory and a new medical area.

A secure-detention unit was established for young offenders with beds for five males and three females.

The jail also reduced its energy consumption by 9.3 per cent and was awarded a silver medal for energy conservation.

Wellington Detention Centre

The centre established a young offenders unit in 1984-85 with the capacity to accommodate 16 males.

In co-operation with other institutions and agencies in Wellington County, the staff of the centre participated in a three-day "Custody and Community" display in recognition of Community Justice Week and Volunteer Week. The institution also took part in the bicentennial celebrations and designed and constructed a floral display of the bicentennial logo.

Two gardens on the detention centre property were cultivated as part of the food self-sufficiency program, supplying fresh vegetables for inmate meals.

Waterloo Detention Centre

During the year, additional security lighting and the updating of perimeter television monitoring were completed and the installation of a new radio communication system was well underway. During the latter part of the year, the centre's operational capacity was increased by 16 beds with the completion of the double-bunking program.

On September 1, 1984, the Kitchener House community resource centre changed its affiliation from the Burtch Correctional Centre to the Waterloo Detention Centre. This new association proved advantageous in that it eased space constraints at Waterloo and provided more access to community-based programs.

In 1984-85, the centre earned a merit award for energy management.

Sarnia Jail

During the year, there were substantial renovations carried out at the jail. These included the installation of security screens on the third floor, the upgrading of television equipment, the installation of new stainless steel toilet and sink units in inmate living quarters and the replacement of floors in inmate shower areas.

Stratford Jail

The institution continued to expand its volunteer programs throughout the year and two new ones were added: an alcohol and drug abuse program for inmates provided in co-operation with the Perth Addiction Centre and a volunteer library service.

Inmates and staff supported community work projects, and through this program inmates were given the opportunity to volunteer their services to various non-profit agencies. The Royal Canadian Legion, the Army-Navy Club, a senior citizens' home and the county courthouse were among those who received services.

Chatham Jail

In recognition of Ontario's bicentennial, a stone cairn was erected at Chatham Jail. It was made of rock taken from one wall of the jail, which was originally erected in 1849 by Alexander MacKenzie who went on to become Canada's second prime minister. A time capsule was placed in the cairn containing artifacts of the criminal justice system in Canada today.

The inmates' community work efforts in 1984-85 included labour for senior citizens and community groups. The food self-sufficiency program continued to provide fresh vegetables for the inmate population and the jail began a new life skills program for inmates.

Walkerton Jail

The jail undertook a number of community work projects during 1984-85, including cleaning up the community centre, preparations for the town of Walkerton's bicentennial celebrations and assisting the South Bruce Game and Fish Club clean up an area of the Saugeen River in the spring.

The staff continued its community relations activities. These included tours, presentations to various school groups and service clubs and entering a float in the bicentennial parade.

Seventy inmates of the jail were employed through the temporary absence program and the jail received more than $7,300 in payment for room and board. Altogether, more than 17 per cent of the inmates participated in such temporary absences and earned wages totalling almost $50,000.

The jail's active volunteer program continued throughout the year.

Owen Sound Jail

Several renovation projects were completed at the jail during the year. All flooring in the rear section of the jail was replaced, the visiting area was fitted with electric locks for improved security and new doors were installed for the main exercise yard. A portion of a garage attached to the jail was also renovated to provide cold storage facilities.

Bluewater Centre for Young Offenders

In 1983, the Ministry of Community and Social Services closed its Bluewater Centre for the Developmentally Handicapped near Goderich. The facility was taken over by the Ministry of Correctional Services and is being turned into a major post-disposition, secure-custody institution for young offenders.

In October, 1984, a public meeting was held in Goderich to acquaint the community with the ministry's plans for the centre. Many of the staff of the former Bluewater facility were retained and the ministry undertook an extensive training program, beginning in December 1984, to prepare these people for their new duties.

Renovations were begun with the object of providing interim accommodation for 36 male young offenders by July 1985. As well, architectural drawings were prepared for extensive long-term renovations to provide secure accommodation for a total of 120 male and female young offenders. Completion is scheduled for 1987.

Probation/Parole

Windsor Probation/Parole Office

During 1984-85, this area expanded its volunteer programs and drinking/driving alcohol awareness program to meet the increased needs of its clients and the community.

Staff attended a number of seminars on child abuse, and this led to the development of a program for adult probationers who were themselves victims of child abuse.

Kitchener Probation/Parole Office

During the year, three programs of particular note were operated in this area.

The first, in co-operation with the Cambridge Family Service Bureau, was a group for assaultive husbands. The second was a program of individual counselling in anger control techniques, and was conducted by a probation/parole officer with a particular interest in this area. The third, an anti-shoplifting program, was begun in late 1983 and continued to achieve positive results in 1984-85.

As well, the Waterloo office initiated a series of staff development seminars using staff as resource people. Seminars included such topics as communication skills, anger, control and family violence. While these seminars focused primarily on the staff of the Kitchener and Cambridge offices, staff from community agencies and the Waterloo Detention Centre participated as well.

Guelph Probation/Parole Office

During the fiscal year, a family violence treatment program was developed in co-operation with the family counselling service to provide treatment for probationers in the Guelph area.

This area also participated in the second annual Corrections Week for Wellington County, which included government and private agencies involved in the delivery of correctional services.

London East Probation/Parole Office

The use of group reporting techniques for probationers was expanded during this fiscal year.

Staff was given further training in dealing with child abuse, and co-ordinated a two-day workshop on this topic attended by probation/parole officers from the London area. In September 1984, the area approved a contract with the Salvation Army to provide community service work for probationers in Elgin County. Staff also began planning staff exchanges with the London Police Department in order to become familiar with each others' duties.

London Centre Probation/Parole Office

In 1984-85, London Centre's alcohol abuse programs were expanded significantly to include drinking and driving. As well, the office undertook to restructure a widely-recognized ministry program, "Changing Ways" (a program for men who abuse their wives), and turn it into a private agency program. "Changing Ways" now has its own board of directors and is in a position to promote and expand this essential service to benefit the entire community. At the same time, the ministry is still able to purchase the service for the use by offenders.

Community Resource Centres

During 1984-85, western region received excellent service from its four affiliated community resource centres. Kitchener House, in addition to operating at capacity and relieving crowding at the Waterloo Detention Centre, expanded its community-based programs for residents and put special emphasis on impaired drivers.

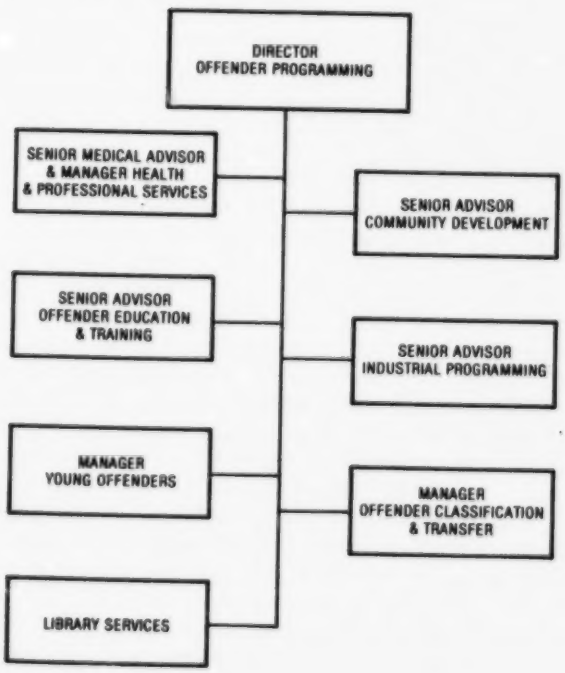
Robinson House in Windsor also continued to expand its volunteer and community-based programming. This centre, which is affiliated with the Windsor jail, also initiated a job search program for residents.

Luxton Centre in London, an affiliate of the Elgin-Middlesex Detention Centre, continued to provide a community-based residential program primarily for inmates and parolees. In addition, specialized services for developmentally handicapped clients were expanded.

William Proudfoot House, another Elgin-Middlesex affiliate, further increased its programming for women and included the introduction of an extensive program to assess and meet resident needs. During the year, the centre also added a program director to its staff and significantly expanded the range of program opportunities designed for women offenders.

OFFENDER PROGRAMMING BRANCH

ORGANIZATION CHART


DIRECTOR
OFFENDER PROGRAMMING
SENIOR MEDICAL ADVISOR & MANAGER HEALTH & PROFESSIONAL SERVICES
SENIOR ADVISOR COMMUNITY DEVELOPMENT
SENIOR ADVISOR OFFENDER EDUCATION & TRAINING
SENIOR ADVISOR INDUSTRIAL PROGRAMMING
MANAGER YOUNG OFFENDERS
MANAGER OFFENDER CLASSIFICATION & TRANSFER
LIBRARY SERVICES

Introduction

The offender programming branch was formed in June 1984. Its purpose is to act as a consultant on programming service for regional staff, and to provide centralized co-ordination of ministry programs.

The branch assumed the duties previously carried out by the institutional and community program support services branch, the community resource centres branch and the administration offices of the probation and parole branch.

Offender programming is responsible for monitoring, investigating, assessing and, where appropriate, developing new and innovative programs in corrections that could help the operations division fulfill its responsibilities. The specialists in the branch keep themselves up-to-date on developments in the corrections field by attending professional seminars and conferences, participating in professional organizations and general liaison with the correctional community at large.

The branch also provides consultation, advice and assistance with programs that are already in operation. This includes the maintenance and development of province-wide standards, and assembling program descriptions and inventories.

The offender programming branch consists of seven sections:

- Health and Professional Services
- Offender Education and Training
- Young Offenders Implementation Unit
- Community Development Unit
- Industrial Programming
- Offender Classification and Transfer
- Library Services Unit

The branch staff stays in contact with field managers and private agencies to maintain a provincial perspective and to promote program development.

Health and Professional Services

This section provides consultation and co-ordination in the following areas: dentistry, food and nutrition, medicine, nursing, pharmaceuticals, psychiatry, psychology, recreation and social work. It is managed by the senior medical advisor, and has recently been expanded to include a co-ordinator of nursing services and a co-ordinator of professional services.

Medical Services

The senior medical advisor ensures that medical, psychiatric and dental care are available to those under the supervision of this ministry.

Nursing Services

Health care is provided to inmates on a full- and part-time basis by 195 nurses. Nursing practice standards have been developed to maintain the quality of nursing services.

Pharmacy Services

The Toronto Jail and the Guelph Correctional Centre each have a full-time pharmacist. In other institutions, the head nurse orders stock and controls supplies of medication. The pharmacist at the Toronto Jail serves as co-ordinator of pharmacy for the ministry.

Food Services

It is ministry policy to provide a nutritionally adequate diet for all inmates, including special diets for religious reasons. A consultant in dietetics and nutrition is responsible for developing standards and guidelines for institutional food services.

Approximately 7,000,000 meals were served in institutions in 1984-85. Inmates working in the kitchens provided more than 1,000,000 work hours in preparing and serving meals and cleaning the facilities.

Young offenders receive a diet appropriate for their age group.

Recreation Services

There are 67 full- and part-time recreation officers conducting a variety of programs in the longer-stay institutions, co-ordinated by the chief of recreation services at Guelph.

These programs include special activities directed towards ethnic, racial and cultural groups. The activities themselves include drama, music, arts, crafts, sports and physical fitness.

Psychologists and Psychometrists

Psychologists and psychometrists work alone and in conjunction with others in providing a variety of assessment, treatment and research services.

Social Work

Social workers continue to play an important role in correctional programs. They provide both individual and group counselling and case management.

Offender Education and Training

The ministry offers inmates a broad range of opportunities in learning, from basic literacy to post-secondary studies.

Academic, technical and vocational courses, as well as life skills, are taught at the following institutions: the Vanier Centre for Women and the Ontario Correctional Institute; Burtch, Maplehurst, Millbrook, Monteith, Rideau and Thunder Bay correctional centres; Guelph

Correctional Centre/Guelph Assessment and Treatment Unit; and at two detention centres, Hamilton-Wentworth and Metro Toronto West.

In co-operation with Sir Wilfrid Laurier University, videotaped post-secondary courses are being offered at Guelph and the Ontario Correctional Institute (OCI).

The ministry and its clients continue to receive good results from the Programmed Language Automated Teaching Operations (PLATO). This computer-based basic adult education system is used at Millbrook, the Ontario Correctional Institute, the Vanier Centre (through its co-educational program with OCI) and, most recently, at Monteith.

Discussions are now underway with 14 boards of education, preparing for the implementation of the Young Offenders Act and the special education requirements it will bring with it. During the fall of 1985, it is expected that teachers from various boards will be ready to assume duties with young offenders.

In co-operation with local school boards, nine institutions offer courses in adult basic continuing education: the Guelph and Maplehurst correctional centres; the Pembroke, Toronto and Thunder Bay jails; and the Metro Toronto East, Quinte, Ottawa-Carleton and Elgin-Middlesex detention centres.

During the past year, the ministry has been assessing the feasibility of turning over responsibility for educational programming to local school boards. This would allow an even broader mix of educational opportunities.

Young Offenders Implementation Unit

Under the Young Offenders Act (YOA), the ministry must provide facilities and programs for young offenders that are "separate and apart" from adult facilities. In order to be able to provide such services by the deadline of April 1, 1985, it was necessary to put an interim accommodation plan into effect, while at the same time proceeding with planning for long-term YOA facilities.

To ensure the ministry adhered to the law, extensive use was made of existing custodial facilities (both pre- and post-disposition), specially modified to accommodate young offenders separately.

In pre-disposition detention facilities, institutions have had sections modified and have been staffed to allow a complete program from both a professional and a supervisory standpoint.

In post-disposition, secure-custody facilities, regional institutions have been designated as YOA facilities to ensure that young offenders are served as close as possible to their homes and families. The exception is eastern region, which will make use of the central region facility.

In the long term, for pre-disposition, self-contained units will be located adjacent to adult institutions but with separate facilities.

The ministry is planning a large network of open-custody facilities throughout the province to meet the requirements of open custody dispositions from the youth courts. When the courts opt for open custody, the offender is placed in a residential facility operating in the community. Thus, the offender is under supervision but still has access to the community.

These beds will be provided in group homes and in existing facilities where the caseload does not warrant the establishment of a full house. In both cases, however, private agencies will be employed on contract.

The ministry will add probation staff and support services to administer and supervise the many options that will be open to judges, including probation, community service orders, personal service orders and restitution.

A special program, "Portage Ontario", is another open-custody residential facility that is being established through a private agency. It addresses the special needs of young people whose problems with the law and with society stem from alcohol, chemical and substance abuse. This program will be located centrally and serve the entire province.

All aspects of YOA will have appropriate staffing and financial and physical resources. Some, such as open-custody beds and additional probation, will be phased in as needed. Over the next 36 to 48 months, the interim plan will give way to long-term arrangements.

Community Development Unit

The community development unit co-ordinates services, provides consultation and develops community programs in all five regions. It was established in September 1984, as part of the decentralizing of responsibility for both institutional and community-based programs.

While the ministry is encouraging greater decision-making and community participation at the local level, the main office will continue to monitor the regions' services.

A key goal of the unit is to establish standards in specialized areas and to ensure that these standards are maintained throughout the system.

During 1984-85, the unit was active in preparing for the implementation of the Young Offenders Act. A priority with YOA is to establish services and community programs that include private agencies and private citizens.

The unit provides services in four areas: residential, volunteer, community and specialized services. A program co-ordinator is responsible for each of these functions.

Residential Services

This program provides consulting services to operators of community resource centres (CRC) and community residential agencies (CRA). This year is the 10th anniversary of CRCs, which are operated privately under contract to the ministry. They provide non-custodial beds and some programs for ministry clients.

There are about 7,000 clients in residence each year and the value of the contracts is about $5.4-million.

The CRAs, are also residential facilities operated by private agencies, but they are not solely for the use of ministry clients. The ministry purchases beds as needed. These contracts are valued at $1.5-million.

Volunteer Services

Volunteers serve an important function in this ministry. There are approximately 5,600 volunteers involved in corrections — more than half of the 10,000 volunteers in Ontario that work with ministries delivering human services. In 1984-85, these 5,600 volunteers performed about 131,000 hours of service.

All volunteer programs are co-ordinated from this office, both those in institutions and those in probation/parole offices. Its duties include arranging for volunteer recognition, developing standards and guidelines and arranging volunteer co-ordinator training, consultation and promotion. The YOA is expected to have some impact on this office and its volunteers.

The office also offers consultation on program planning and volunteer management to ministry staff, to other volunteer co-ordinators and to other ministries. It provides liaison with the six other ministries that deliver human services to Ontario.

Community Services

This office oversees a variety of programs relating to options in sentencing, initiatives in victim services and some parole functions (including providing liaison between the Board of Parole and the operations division).

Sentencing options include community service orders, fines and fine options, restitutions and compensation and personal service orders. Similar programs are offered through YOA.

Community service orders are an alternative to incarceration in which the convicted offender is ordered by the court to work off his sentence in the community. Such orders can be a condition of probation. Of the 79 CSO programs operating in the province, 55 are operated by non-government agencies and 24 by probation/parole staff. As of February 28, 1985, there were 6,138 probation orders with community service as a condition of parole. CSO funding in 1984-85 was $2.3-million.

Fine options is a program for offenders who are unable or unwilling to pay fines imposed by the courts. Since 1983, these offenders have had the option of working off their fines through community service. Two pilot programs were launched in 1983-84, in Hamilton and Niagara. The program was monitored this year, and will continue into 1985-86. The projects will then be reviewed, and continued or expanded if they are deemed to be worthwhile and feasible.

Specialized Services

This office is involved in the provision of Native programs, bail programs, alcohol and drug abuse programs and Driving-While-Impaired programs. It also has jurisdiction over such probationary matters as court liaison and intensive supervision.

Native Programs

Total funding for contracts for Native programs in 1984-85 was $419,000. The ministry entered into 23 contracts with native people living on reserves to provide probation supervision. Another 17 contracts were

arranged for community service orders, alcohol counselling and Native inmate liaison, in addition to probation supervision.

The Anicinabe wilderness camp was set up on Dagimabrop Lake near Kenora, in co-operation with the Ne-Chee Friendship Centre. In its first 10 months, facilities were built to accommodate 10 residents. The camp is used by Native offenders on probation and by liquor offenders who qualify for temporary absences from the Kenora Jail. The ministry provided $95,400 to operate the camp in its first year. In 1985-86, a large recreation building will be completed, where cultural activities and alcohol awareness programs can be developed. The cost of this phase will be about $85,000.

The Ministry of Community and Social Services is developing a wilderness camp for Native young offenders at Big Trout Lake in northwestern Ontario. Where appropriate, Ministry of Correctional Services clients aged 16 and 17 will be able to use these facilities.

A fourth cross-cultural awareness course for probation/parole officers is planned for 1985-86, in co-operation with the Ontario Native Council on Justice.

Bail Verification and Supervision Programs

These programs offer support services and counselling to clients who might not require incarceration while awaiting trial, but are unable to post bail. Three pilot projects began in 1978-79 and the program has since expanded to 12, with a budget of $940,000 in this fiscal year.

Studies of the effectiveness of the programs have been inconclusive. All bail programs were reviewed this year and a report submitted in February 1985.

Alcohol and Drug Abuse Programs

Alcohol awareness programs have been established in 17 institutions, at 19 probation/parole locations and in 18 community resource centres across the province. Driving-While-Impaired programs are also offered at one institution, 11 probation/parole offices and four community resource centres.

In 1984-85, the ministry let 24 community contracts to supplement these services at a cost of $340,889.

Family Violence

In 1982, a program called "Changing Ways" was introduced at the London Centre probation/parole office. It offered help to wife batterers in learning to cope with relationships in non-violent ways. It was such a success that two probation/parole officers were seconded for six months to train community workers in group counselling. The program is now operated by a community group under contract to the ministry, but it also offers the service to the community at large.

A similar service is now operated by La Fraternité, a community resource centre in Sudbury.

Industrial Programming

In the industrial programming section, all shops showed a solid performance in 1984-85.

At Mimico Correctional Centre, the mattress shop had a relatively slow last quarter but still remains very active. It was asked to supply an order to the Trinidad government, with pillows from Guelph Correctional Centre, for a new youth facility on the island.

The fastest-growing areas continued to be the manufacture of security hardware, prefabricated components for new additions and steel furniture for the ministry's expanding facilities. The jobbing shops at Millbrook and Guelph correctional centres have been increasingly busy with prefabrication projects for the expansion of Metro Toronto West Detention Centre and the Sudbury, Brockville, Cornwall and Pembroke jails.

Efforts are still being made to expand the ministry/private sector "cottage industry" program. The automotive industry at Maplehurst Correctional Centre has expanded and is providing significant employment opportunities for inmates.

The ministry continued its excellent performance in energy conservation with further savings this year, and nine institutions received awards for their efforts.

Storm windows were manufactured in-house for the shop windows at Millbrook Correctional Centre and for Metro West Detention Centre. There are many more small projects at various centres which can be initiated as funds become available.

Waste management is a relatively new program in the ministry, but a number of possible projects are being considered for various centres. Two institutions, Mimico Correctional Centre and Hamilton-Wentworth Detention Centre, have been selected for pilot programs of collecting and baling waste paper, and balers have been acquired for this purpose. Further projects will likely be undertaken at other locations.

The ministry food self-sufficiency program is supplying a substantial part of the vegetable and poultry requirements of institutions in the various regions. While the current program is successful, and is an important part of the ministry's overall operation, the aim is to make it even more efficient and productive.

Offender Classification and Transfer

This section is responsible for:

- Initial classification and reclassification of all inmates sentenced to more than 124 days;
- All inmates requiring admission to the Ontario Correctional Institute, Guelph Correctional Centre Assessment and Treatment Unit or Millbrook Correctional Centre;
- Policy and procedural recommendations relating to the inmate classification system;
- Arranging and co-ordinating the transfer of all provincially-sentenced inmates between institutions in Ontario;
- The transfer of federally-sentenced inmates in Ontario from provincial jails and detention centres to federal institutions;
- The transfer of remanded inmates between the Metropolitan Toronto institutions;
- The administration of interprovincial agreements on the exchange of inmates;
- Liaison with the federal government for the exchange of inmates between Canada, the United States and Mexico, and
- Liaison with the Ontario Police Commission and CPIC officials.

The section also effects transfers for various police departments, Employment and Immigration Canada, Supreme Court of Ontario (Court of Appeal) and the defense bar, as necessary.

During 1984-85, approximately 16,000 inmates were processed through the classification system and about 30,000 inmates were transferred.

The section has a staff of 18 provincial bailiffs and one classification officer. The section has also seconded four female correctional officers to train as provincial bailiffs and one provincial bailiff to train as a classification officer. This is part of the ministry's commitment to affirmative action.

The bailiff fleet consists of eight security-equipped vehicles, including four highway buses, which are all equipped with mobile radios and telephones.

The section provides weekly transportation services to every jail and detention centre in the province. This service allows the more effective use of available space and helps relieve pressure on those institutions which are experiencing overcrowding.

As the ministry liaison with Canadian Police Information Centre (CPIC) officials, the section has formalized procedures between various police departments and the ministry regarding the use of CPIC and the processing of outstanding charges on inmates. The section has also made a significant contribution to the ministry's self-sufficiency program through the transportation of equipment and produce. The section also continues to provide a mail distribution service, initiated in 1982, between institutions and main office.

As of April 1, 1985, the section also took over responsibility for the co-ordination and control of transfers of young offenders between ministry facilities.

Library Services Unit

The library services unit provides library service for both staff and inmates.

Inmate libraries are provided at all institutions, and approximately 139,000 volumes are available. The nature and size of the individual collection varies, depending upon the type and size of institution. More than 368,000 volumes were issued in 1984.

Staff library services are for the use of all staff. As well, volunteers, staff from agencies connected with the ministry, staff operating community resource centres and students doing research in the corrections field may also use the library services. Priority is given to ministry staff.

As well, the library services unit provides professional advice and support to institutional and regional libraries through its staff of four regional librarians.

Statistics

This section of the report provides statistics on the clients served by the ministry's various programs during the 1984-85 fiscal year and where appropriate, comparisons to previous years. A glossary is provided at the end of the section to clarify terms used within the tables.

TABLE 1

ADMISSIONS TO INSTITUTIONS

	1983-84	1984-85	% CHANGE
PERSONS	50,341	50,567	0.5
ADMISSIONS	68,138	67,785	−0.5
COUNTS OF OFFENCES	176,698	176,609	−0.1

The data in Table 1 show that during the last fiscal year, 50,567 persons were admitted to jails and detention centres a total of 67,785 times for 176,609 separate offences. It is clear that some persons were admitted more than once, and many had been charged with multiple offences. A person may be admitted to a jail or detention centre on remand prior to trial, may be held for immigration, or may be admitted subsequent to receiving a sentence of imprisonment. Comparative admission data for 1983-84 indicate a slight decline in the number of admissions and counts in 1984-85, and a slight increase in the number of people.

TABLE 2

SENTENCES TO IMPRISONMENT

	1983-84	1984-85	% CHANGE
PERSONS	40,376	40,468	0.2
SENTENCES TO IMPRISONMENT	50,248	49,682	−1.1
COUNTS OF OFFENCES	118,981	118,211	−0.6

Table 2 provides similar comparative data for sentences to imprisonment. A person sentenced to imprisonment may have been admitted on remand prior to the fiscal year in which he/she was sentenced. Again, the data show that some persons received more than one sentence, and that single sentences often reflected multiple offences.

TABLE 3

TYPE OF SENTENCES TO IMPRISONMENT BY SEX: 1984-85

	MALE	FEMALE	TOTAL
FINE DEFAULT	14,928	1,125	16,053
PROVINCIAL (Not Fine Default)	29,569	1,973	31,542
FEDERAL	2,033	54	2,087
TOTAL	46,530	3,152	49,682

In Table 3, the total number of sentences to imprisonment are divided into three categories: fine default, provincial and federal. Fine default includes all sentences for which offenders were incarcerated for non-payment of fines. The federal category refers to all sentences of two years or more. It also includes federal inmates transferred to penitentiaries, who had been held in provincial institutions because they were federal parole violators, had escaped from a federal penitentiary, or had been transferred temporarily to enable them to attend court. As a result, the number indicated under federal is somewhat greater than the number of federal sentences issued. Sentences to imprisonment not included under fine default or federal are included in the provincial category.

TABLE 4

DISTRIBUTION OF OFFENCES LEADING TO SENTENCES TO IMPRISONMENT: 1984-85

OFFENCE TYPE	COUNTS OF ALL OFFENCES			MOST SERIOUS OFFENCE		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
Homicide & Related	150	9	159	140	9	149
Serious Violent	1,449	28	1,477	962	28	990
Violent Sexual	736	8	744	502	3	505
B.&E. & Related	9,341	141	9,482	4,304	83	4,387
Sexual (Non-Violent)	266	28	294	141	25	166
Traffic/Import Drugs	1,491	187	1,678	1,092	153	1,245
Weapons Offences	1,149	36	1,185	707	28	735
Fraud & Related	6,595	1,283	7,878	1,853	356	2,209
Misc. Against Person	196	8	204	126	8	134
Theft/Possession	11,730	1,142	12,872	5,477	643	6,120
Assault & Related	4,739	228	4,967	2,999	148	3,147
Property Damage/Arson	2,190	108	2,298	816	53	869
Misc. Against Morals	79	23	102	47	12	59
Obstruct Justice	1,436	124	1,560	632	45	677
Possession Drugs	1,841	58	1,899	930	33	963
Traffic – Criminal Code	1,305	21	1,326	782	13	795
Breach Court Ord./ Escape	10,907	766	11,673	3,222	236	3,458
Drinking Driving	11,663	378	12,041	8,438	289	8,727
Misc. Against Public Ord.	2,549	181	2,730	1,147	84	1,231
Other Federal Statutes	2,195	293	2,488	522	76	598
Parole Violator	1,282	55	1,337	911	41	952
Highway Traffic Act	8,223	313	8,536	2,993	149	3,142
Liquor Control Act	17,713	1,465	19,178	5,654	510	6,164
Other Provincial Stats.	3,702	116	3,818	1,122	43	1,165
Municipal Bylaws	6,528	890	7,418	502	56	558
Unknown	810	57	867	509	28	537
Total	110,265	7,946	118,211	46,530	3,152	49,682

In 1984-85, offenders were sentenced to imprisonment for 118,211 counts of offences. In Table 4, a distribution of these offences is presented. Counts of all offences denotes the occurrence of each offence which received a sentence to imprisonment. Most serious offence represents the most serious offence within each admission set. Here, each admission is counted only once in the category which is deemed to be the most serious offence. The categories are presented in descending order of severity.

TABLE 5

DISTRIBUTION OF AGGREGATE SENTENCES TO IMPRISONMENT 1984-85

SENTENCE LENGTH	MALE	FEMALE	TOTAL
8 Days	7,992	868	8,860
8-15 Days	10,075	682	10,757
16-29 Days	4,526	254	4,780
30-89 Days	10,405	687	11,092
6 Months	5,284	304	5,588
12 Months	3,367	175	3,542
18 Months	1,502	65	1,567
24 Months	778	31	809
Penitentiary	2,033	54	2,087
Unknown	568	32	600
Total	46,530	3,152	49,682

Table 5 shows the distribution of aggregate sentences for each sentence to imprisonment. The penitentiary category is defined in the narrative with Table 3. Excluding the penitentiary group, the average aggregate sentences were: 72.2 days for males and 53.7 days for females.

TABLE 6

AGE OF PERSONS ADMITTED AND SENTENCED TO IMPRISONMENT 1984-85

AGE CATEGORIES	ADMISSIONS			SENTENCED TO IMPRISONMENT		
	MALES	FEMALES	TOTAL	MALES	FEMALES	TOTAL
16 Years	1,242	161	1,403	665	64	729
17 Years	2,013	178	2,191	1,492	107	1,599
18 Years	2,340	206	2,546	1,901	120	2,021
19-20 Years	5,439	440	5,879	4,478	285	4,763
21-22 Years	5,452	410	5,862	4,607	280	4,887
23-25 Years	6,832	551	7,383	5,684	380	6,064
26-30 Years	8,172	713	8,885	6,669	504	7,173
31-35 Years	5,186	448	5,634	4,108	331	4,439
36-40 Years	3,556	323	3,879	2,853	236	3,089
41-50 Years	3,942	304	4,246	3,223	245	3,468
51-64 Years	2,182	146	2,328	1,869	100	1,969
65+	318	19	337	255	12	267
UNKNOWN	2	10	12	0	0	0
TOTAL	46,658	3,909	50,567	37,804	2,664	40,468

Table 6 represents the age distribution of persons admitted during the fiscal year. Any person admitted more than once during the year is counted only once, and the age is taken as of the first admission. The last three columns show the age distribution of persons sentenced to imprisonment. Again, persons receiving more than one sentence to imprisonment are counted only once, and age is taken as of the date of the initial sentence. Of note, admissions and sentences to imprisonment are down from 1983-84 in the younger categories and up in the older groups.

TABLE 7

OFFENCE TYPE AND SENTENCE LENGTH FOR FINE DEFAULTS: 1984-85

SENTENCE LENGTH	PROVINCIAL OFFENCES				CRIMINAL CODE	TOTAL	% PAID PRO RATA
	HIGHWAY TRAFFIC ACT	LIQUOR	OTHER PROV.	MUNICIPAL BYLAWS			
5 Days	82	1,866	111	257	163	2,479	28.9
5-7 Days	651	1,509	224	212	783	3,379	40.7
8-15 Days	1,018	1,687	151	65	1,582	4,503	48.2
16-29 Days	643	670	402	13	1,092	2,820	55.4
30-59 Days	355	190	91	8	1,451	2,095	62.1
60-89 Days	54	27	20	2	349	452	61.1
90+ Days	25	24	13	1	262	325	57.8
TOTAL	2,828	5,973	1,012	558	5,682	16,053	47.3
% PAID PRO RATA	57.3	35.2	55.9	46.2	53.5	47.3	

Table 7 indicates the types of offences and lengths of sentences associated with the non-payment of fines. In total, 16,053 sentences were served by fine defaulters. A majority (65%) of these sentences involved offences governed by the Provincial Offences Act. Most (65%) were 15 days or less. Often, individuals admitted in default of fines pay a portion of the fine after serving some of the sentence. This is shown in the table as"% Paid Pro Rata". The aggregate sentences of fine defaulters, excluding those who paid pro rata, represent only 8.7% of the aggregate sentences to be served in provincial institutions.

TABLE 8

ADMISSIONS AND SENTENCES TO IMPRISONMENT OF NATIVES: 1984-85

ADMISSIONS

	MALE	FEMALE	TOTAL	% OF TOTAL ADMISSIONS
PERSONS	3,250	560	3,810	7.5
ADMISSIONS	4,976	786	5,762	8.5
COUNTS OF OFFENCES	13,481	2,052	15,533	8.8

SENTENCES TO IMPRISONMENT

	MALE	FEMALE	TOTAL	% OF TOTAL SENTENCES
PERSONS	2,824	485	3,309	8.2
SENTENCES TO IMPRISONMENT	4,090	647	4,737	9.5
COUNTS OF OFFENCES	10,777	1,690	12,467	10.5

Table 8 provides data on Natives admitted or sentenced to imprisonment during 1984-85. Natives accounted for 8.5% of all provincial admissions and 9.5% of sentences to imprisonment.

TABLE 9

ADMISSIONS AND SENTENCES TO IMPRISONMENT OF THOSE WITH PRIOR INCARCERATIONS: 1984-85

ADMISSIONS

	MALES	FEMALES	TOTAL	% OF TOTAL ADMISSIONS
PERSONS	23,981	1,409	25,390	50.2
ADMISSIONS	40,192	2,416	42,608	62.9
COUNTS OF OFFENCES	114,211	7,213	121,424	68.8

SENTENCES TO IMPRISONMENT

	MALES	FEMALES	TOTAL	% OF TOTAL SENTENCES
PERSONS	22,408	1,295	23,703	58.6
SENTENCES TO IMPRISONMENT	31,134	1,783	32,917	66.3
COUNTS OF OFFENCES	79,488	4,744	84,232	71.3

An important consideration within correctional populations is the prior record of those entering the system. Table 9 provides information on admissions and sentences to imprisonment of those with prior incarcerations within the province. Note that while they accounted for 50% of the persons admitted, nearly 70% of the counts of offences leading to admissions involved those with prior incarcerations.

TABLE 10

DAYS STAY BY REGION: 1984-85

INSTITUTION TYPE	REGION					TOTAL DAYS STAY
	CENTRAL	NORTH	EAST	WEST	METRO	
CORRECTIONAL CENTRES	321,054	69,004	144,508	217,447	146,931	898,944
JAILS & DCs	267,544	167,190	199,281	237,955	496,728	1,368,698
CAMPS	13,746	—	—	5,499	—	19,245
CRCs*	39,334	14,230	25,837	9,731	27,129	116,261
TOTAL	641,678	250,424	369,424	470,632	670,788	2,403,148

*Includes only actual days stay by T.A.P. inmates

The days stay are presented by region and by type of facility in Table 10. One days stay represents one inmate incarcerated for one day, and reflects the midnight counts in each institution. The CRC counts include only the days stay of inmates on temporary absence passes (T.A.P.s), and do not reflect the utilization of the CRCs by probationers, parolees or bailees.

TABLE 11

USE OF ACCOMMODATION — CORRECTIONAL CENTRES: 1984-85

INSTITUTION	DAILY COUNTS		TOTAL DAYS STAY
	MAXIMUM	AVERAGE	
MALE			
BURTCH	260	215	78,430
GUELPH	634	596	217,447
HOUSE OF CONCORD	66	41	11,241
MAPLEHURST	404	375	136,852
MILLBROOK	282	266	97,250
MIMICO	665	372	135,690
MONTEITH	128	98	35,683
O.C.I.	219	207	75,492
RIDEAU	163	129	47,258
THUNDER BAY	121	91	33,321
TOTAL (MALE)	2,754*	2,380	868,664
FEMALE			
VANIER	115	83	30,280
TOTAL (PROV.)	2,862*	2,463	898,944

*These totals are the maximum counts for the system as a whole. The maximum counts for the individual institutions are not additive as they occurred on different days during the year.

It should be noted that the House of Concord was closed as of January 1st, 1985.

TABLE 12

USE OF ACCOMMODATION — JAILS AND DETENTION CENTRES: 1984-85

INSTITUTION	DAILY COUNTS				DAYS STAY			
	MAXIMUM		AVERAGE		TOTAL		REMAND	
	M	F	M	F	M	F	M	F
BARRIE JAIL	127	8	98	3	35,842	995	20,604	460
BRANTFORD JAIL	79	1	52	0	19,107	1	9,095	0
BROCKVILLE JAIL	40	2	21	0	7,633	10	1,325	0
CHATHAM JAIL	57	0	36	0	13,315	0	3,443	0
COBOURG JAIL	45	1	28	0	10,337	3	2,039	0
CORNWALL JAIL	36	2	25	0	9,258	23	3,796	7
FORT FRANCES JAIL	21	2	12	0	4,460	111	1,390	0
HAILEYBURY JAIL	50	3	36	12	13,022	57	6,689	25
KENORA JAIL	104	19	69	0	25,234	4,318	4,258	638
LINDSAY JAIL	52	2	26	0	9,634	13	3,444	3
L'ORIGNAL JAIL	25	0	17	0	6,256	0	2,051	0
MONTEITH JAIL	32	0	18	0	6,451	0	1,982	0
NORTH BAY JAIL	84	3	53	0	19,346	148	6,150	56
OWEN SOUND JAIL	43	1	26	0	9,317	4	2,195	1
PARRY SOUND JAIL	49	3	34	0	12,281	54	4,813	12
PEMBROKE JAIL	41	3	25	0	9,021	36	2,568	2
PERTH JAIL	28	2	12	0	4,200	6	725	0
PETERBOROUGH JAIL	57	4	37	0	13,434	99	5,978	41
SARNIA JAIL	60	1	46	3	16,690	10	4,346	0
SAULT STE. MARIE JAIL	89	8	61	0	22,171	994	6,550	144
STRATFORD JAIL	44	0	30	8	10,970	0	2,487	0
SUDBURY JAIL	113	15	81	7	29,667	3,009	13,518	807
THUNDER BAY JAIL	105	12	77	0	28,195	2,718	8,360	431
TORONTO JAIL	557	0	453	0	165,209	0	113,203	0
WALKERTON JAIL	41	1	25	6	9,261	14	2,550	0
WHITBY JAIL	180	13	106	4	38,634	2,344	13,281	150
WINDSOR JAIL	121	9	93	17	34,051	1,545	16,163	726
ELGIN-MIDDLESEX DC	301	65	221	29	80,261	6,131	19,414	1,244
HAMILTON-WENTWORTH DC	399	48	308	0	112,277	10,661	45,247	2,924
NIAGARA DC	169	0	131	0	47,683	0	18,610	0
METRO TORONTO EAST DC	517	0	422	87	154,170	0	105,467	0
METRO TORONTO WEST DC	469	120	399	13	145,477	31,872	84,410	16,966
OTTAWA-CARLETON DC	251	20	198	7	72,153	4,711	28,615	1,245
QUINTE DC	179	14	136	0	49,763	2,691	12,578	628
WATERLOO DC	95	0	74	1	26,981	0	14,738	0
WELLINGTON DC	114	4	79		28,723	322	5,543	130
TOTAL	4,199	242	3,554	195	1,297,369	71,329	597,625	26,635

Table 12 shows the utilization of jails and DCs during the year. The remand days stay is shown as a subset of total days stay. In this report, inmates who have any outstanding charges are classified as remand prisoners. Research consistently shows that about 25% of the persons on remand have been convicted on one set of charges, but are awaiting disposition on another set.

TABLE 13

INTAKE TO PROBATION AND PAROLE

	1983-84	1984-85	% CHANGE
PROBATION	28,997	30,053	3.6
PAROLE	3,778	4,223	11.8

The total cases commencing terms on probation or parole during 1983-84 and 1984-85 are shown on Table 13. Probation terms imposed which extend existing orders are not considered additional intake. Of interest, 28.8% of new probation orders included community service orders and 21.5% included restitution orders.

TABLE 14

AVERAGE TOTAL COUNT: PROBATION AND PAROLE

	1983-84	1984-85	% CHANGE
PROBATION	36,902	37,974	2.9
PAROLE	1,485	1,652	11.2

Table 14 provides the average total count data based on the twelve month-end balances. CSOs represent 15.3% of daily probation cases and restitution cases represent 15.4%.

TABLE 15

AGE DISTRIBUTION OF THOSE COMMENCING PROBATION OR PAROLE DURING 1984-85

AGE CATEGORIES	PROBATION			PAROLE		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
16 Years	2,225	468	2,693	190	4	194
17 Years	2,563	524	3,087	199	4	203
18 Years	2,190	374	2,564	203	6	209
19-20 Years	3,488	635	4,123	464	21	485
21-22 Years	2,398	514	2,912	423	21	444
23-25 Years	2,657	587	3,244	522	50	572
26-30 Years	2,866	694	3,560	598	53	651
31-35 Years	1,809	468	2,277	332	34	366
36-40 Years	1,338	386	1,724	247	31	278
41-50 Years	1,455	383	1,838	218	16	234
51-64 Years	745	241	986	120	5	125
65+ Years	95	15	110	13	0	13
Unknown	1	3	4	0	0	0
Total	23,830	5,292	29,122	3,529	245	3,774

Probation and parole data in Tables 15 through 18 are based on the computerized client information system and do not include all cases referenced in Table 13, which is based on aggregated workload summary data.

TABLE 16

DISTRIBUTION OF CHARGES LEADING TO TERMS OF PROBATION COMMENCING DURING 1984-85

OFFENCE CATEGORIES	MALE	FEMALE	TOTAL
Homicide & Related	11	8	19
Serious Violent	291	27	318
Violent Sexual	466	5	471
B. & E. & Related	3,421	167	3,588
Sexual (Non Violent)	399	50	449
Traffic/Import Drugs	259	45	304
Weapons Offences	737	73	810
Fraud & Related	1,774	1,023	2,797
Misc. Against Person	175	19	194
Theft/Possession	6,499	2,645	9,144
Assault & Related	2,858	390	3,248
Property Damage/Arson	2,057	155	2,212
Misc. Against Morals	71	15	86
Obstruct Justice	235	57	292
Possession Drugs	735	101	836
Traffic – Criminal Code	272	20	292
Breach Court Ord./Escape	390	69	459
Drinking Driving	2,005	166	2,171
Misc. Against Public Ord.	632	135	767
Other Federal Statutes	138	37	175
Parole Violator	0	0	0
Highway Traffic Act	9	2	11
Liquor Control Act	3	0	3
Other Provincial Stats.	16	10	26
Municipal Bylaws	1	0	1
Unknown	376	73	449
Total	23,830	5,292	29,122

Each probation term is counted only once and is categorized according to the most serious offence among the charges leading to the term of probation.

TABLE 17

DISTRIBUTION OF AGGREGATE PROBATION TERMS

COMMENCING DURING 1984-85

LENGTH OF PROBATION TERM	MALE	FEMALE	TOTAL
3 Months or Less	730	163	893
6 Months or Less	2,946	801	3,747
12 Months or Less	10,027	2,406	12,433
15 Months or Less	495	88	583
18 Months or Less	2,482	538	3,020
24 Months or Less	5,185	931	6,116
36 Months or Less	1,850	351	2,201
Over 36 Months	115	14	129
TOTAL	23,830	5,292	29,122

As with institutional admissions, persons on probation ultimately receive more than one term of probation. The aggregate probation terms shown in Table 17 are calculated from the beginning of the first probation order. Additional terms tend to extend the probation end date. Thus, there are terms which exceed the one term upper boundary of three years.

TABLE 18

CORRECTIONAL EXPERIENCE PRIOR TO PROBATION TERM

COMMENCING DURING 1984-85

	MALE	FEMALE	TOTAL
NO PRIORS	13,239	4,052	17,291
PRIOR PROBATION ONLY	1,382	336	1,718
PRIOR INCARCERATION ONLY	6,004	617	6,621
PRIOR PROBATION & PRIOR INCARCERATION	3,205	287	3,492
TOTAL	23,830	5,292	29,122

Contacts with the correctional system prior to probation terms during 1984-85 are shown in Table 18. The majority (59%) of probation terms involve those with no prior experience with either probation or incarceration.

TABLE 19

ONTARIO BOARD OF PAROLE STATISTICS: 1984-85

TOTAL INSTITUTIONAL, IN-PERSON HEARINGS HELD (this includes reviews and post-suspension hearings, as well as initial hearings)	10,257
TOTAL CASE REVIEW HEARINGS HELD AT REGIONAL OFFICES	4,472
TOTAL PAROLE GRANTED OR PAROLE DENIED DECISIONS MADE	7,868
TOTAL PAROLE RELEASES	4,076

TABLE 20

RESULTS OF CASES PAROLED: 1984-85

RESULT OF CASES PAROLED	No.	% of parole releases
SUSPENDED/WHEREABOUTS UNKNOWN	56	1.4%
REVOKED	834	20.5%
SUCCESSFUL COMPLETION	3,186	78.2%
TOTAL PAROLE RELEASES	4,076	100.0%

(Of those revoked, 131 involved a conviction on new charges. This represents 3.0% of the paroles effected during the year.)

Case consideration activities of the Ontario Board of Parole are summarized in Table 19. During the year, 4,076 individuals were released on parole. In total, 14,729 decisions were made at institutional hearings and case review meetings.

Glossary of Terms

ADMISSION	Any entrance to a jail or detention centre on a new set of charges for the purpose of awaiting a court hearing or trial or of serving a sentence.
PERSON	During the fiscal year, one person may represent multiple admissions, multiple sentences to imprisonment and/or multiple orders of probation. In certain tables, each person is counted only once, regardless of the activity he/she generated.
COUNTS OF OFFENCES	Many admissions or terms of probation are the result of multiple offences. Counts of offences refers to the total number of such offences.
SENTENCES TO IMPRISONMENT	A sentence of imprisonment imposed during the fiscal year, regardless of the date of admission. Additional sentences imposed during one continuous period of incarceration are not counted as separate sentences.
FINE DEFAULT	Any term of imprisonment resulting from the non-payment of a fine(s).
PROVINCIAL SENTENCE	Any aggregate sentence to imprisonment less than two years.
FEDERAL SENTENCE	An aggregate sentence to imprisonment of two years or longer. This category also includes federal inmates returned to a penitentiary. This latter group may have escaped, violated parole or mandatory supervision, or may have been placed temporarily in a provincial institution for the purpose of attending court.
DAYS STAY	The total number of days of incarceration during the fiscal year, e.g. one inmate incarcerated for 30 days = 30 days stay, 30 inmates incarcerated for 1 day = 30 days stay.
AGGREGATE SENTENCE	The total sentence imposed for an offence or, group of offences. Time actually served is less than aggregate sentence because of remission, parole and early release temporary absence passes.